

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Law Firm/Entity]

[Address Line 1]

[Address Line 2]

## **RE: Letter of Intent for International Arbitration Practice Joint Venture**

Dear [Recipient Name],

This Letter of Intent ("LOI") outlines the preliminary understanding and intent between [Your Firm Name] and [Partner Firm Name] (collectively referred to as the "Parties") to establish a Joint Venture (the "JV") specifically focused on the practice of International Arbitration.

### **1. Objectives**

The Parties intend to combine their legal expertise, jurisdictional reach, and resources to represent clients in international commercial and investor-state arbitrations under major institutional rules (e.g., ICC, LCIA, SIAC, ICSID).

### **2. Scope of Cooperation**

The JV shall involve collaboration on:

- Joint marketing and business development efforts.
- Mutual referral of international arbitration mandates.
- Shared legal research, document management, and staffing for specific cases.
- Co-hosting of seminars and professional thought-leadership events.

### **3. Proposed Structure**

The Parties intend to operate the JV as a [Contractual Partnership / Separate Legal Entity], with specific terms regarding governance, management committee composition, and decision-making processes to be defined in the Definitive Agreement.

### **4. Financial Arrangements**

The Parties will agree upon a fee-sharing mechanism or cost-allocation model for joint mandates, ensuring compliance with the professional conduct rules of their respective jurisdictions.

### **5. Confidentiality and Exclusivity**

All information exchanged during negotiations shall be kept confidential. [Optional: The Parties agree to an exclusivity period of [Number] days to negotiate the terms of the JV.]

### **6. Non-Binding Nature**

Except for the provisions regarding confidentiality and governing law, this LOI is a statement of intent and does not create a legally binding obligation on either party to enter into a Joint Venture.

## 7. Governing Law

This LOI shall be governed by and construed in accordance with the laws of [Jurisdiction].

If the terms outlined above are acceptable, please sign and return a copy of this letter.

Sincerely,

[Your Signature]  
[Your Printed Name]  
[Your Title]  
[Your Firm Name]

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### Accepted and Agreed:

For and on behalf of [Partner Firm Name]:

Signature: \_\_\_\_\_

Name: [Partner Name]

Title: [Partner Title]

Date: \_\_\_\_\_