

[Your Name/Company Name]  
[Your Address]  
[City, State, Zip Code]  
[Date]

[Minority Shareholder Name]  
[Shareholder Address]  
[City, State, Zip Code]

**Re: Letter of Intent for Purchase of Minority Equity Interest**

Dear [Minority Shareholder Name],

This Letter of Intent ("LOI") outlines the preliminary terms and conditions under which [Your Name/Company Name] ("Purchaser") proposes to acquire the entire equity interest currently held by [Minority Shareholder Name] ("Seller") in [Target Company Name] (the "Company").

**1. Acquisition of Shares:** The Purchaser proposes to acquire [Number of Shares/Percentage%] of the issued and outstanding equity interest of the Company currently owned by the Seller.

**2. Purchase Price:** The total consideration for the equity interest shall be \$[Amount] (the "Purchase Price"), payable in full at the time of closing.

**3. Payment Terms:** The Purchase Price shall be paid via [Wire Transfer/Certified Check/Other Method].

**4. Due Diligence:** This proposal is subject to a standard due diligence review of the Company's financial, legal, and tax records to the satisfaction of the Purchaser.

**5. Closing Conditions:** The closing of the transaction will be subject to the following:

- Execution of a formal Share Purchase Agreement (SPA).
- Approval by the Company's Board of Directors (if required).
- Waiver of any rights of first refusal held by other shareholders.

**6. Exclusivity:** The Seller agrees that for a period of [Number] days following the signing of this LOI, they will not negotiate with any other party for the sale of these shares.

**7. Confidentiality:** Both parties agree to keep the terms of this LOI and the proposed transaction strictly confidential.

**8. Non-Binding Nature:** Except for the provisions regarding Exclusivity and Confidentiality, this letter is a non-binding expression of intent and does not create a legal obligation on either party to complete the transaction.

If these terms are acceptable, please sign and return a copy of this letter by [Expiration Date].

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]

**Agreed and Accepted:**

\_\_\_\_\_  
[Minority Shareholder Name]

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