

[Date]

[Recipient Name]

[Recipient Title]

[Company Name]

[Address Line 1]

[City, State, Zip Code]

## **RE: Letter of Intent for Joint Venture Funding and Escrow Agreement**

Dear [Recipient Name],

This Letter of Intent ("LOI") outlines the proposed terms for a Joint Venture ("JV") between [Your Company Name] and [Partner Company Name] regarding the funding and execution of [Project Name].

**1. Purpose of the Venture:** The parties intend to combine resources for the purpose of [Briefly Describe Project Goal].

**2. Funding Commitment:** [Party A] agrees to contribute [Amount] and [Party B] agrees to contribute [Amount] toward the total project capital.

**3. Escrow Mechanism:** To ensure the security and proper allocation of funds, all capital contributions shall be deposited into a dedicated Escrow Account managed by [Name of Escrow Agent/Bank].

**4. Disbursement Terms:** Funds held in escrow shall be released only upon the fulfillment of specific milestones, including:

- [Milestone 1]
- [Milestone 2]
- Final completion of [Project Task]

**5. Management and Governance:** The parties will establish a Management Committee to oversee the project, with voting rights distributed as [Percentage/Percentage].

**6. Due Diligence:** This LOI is subject to a formal due diligence period of [Number] days, during which both parties may review financial and legal records.

**7. Confidentiality:** Both parties agree to keep the terms of this LOI and all shared proprietary information confidential.

**8. Non-Binding Nature:** Except for the provisions regarding confidentiality and exclusivity, this letter is a statement of intent and does not constitute a legally binding agreement until a formal Joint Venture Agreement and Escrow Agreement are signed.

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]

[Your Company Name]

**Accepted and Agreed:**

\_\_\_\_\_  
[Recipient Signature]

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