

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

RE: Letter of Intent for Pre-Litigation Settlement regarding [Partnership Name]

Dear [Recipient Name],

This Letter of Intent ("LOI") outlines the proposed terms for the formal dissolution of the partnership known as [Partnership Name] (the "Partnership") and the settlement of all related claims between [Your Name] and [Recipient Name] (the "Parties"). This letter is intended to facilitate a settlement and is written for settlement purposes only, protected under [Applicable Legal Rule/Code, e.g., Rule 408].

1. Dissolution Date: The Parties agree that the Partnership shall be officially dissolved effective [Date].

2. Asset Distribution: The assets of the Partnership, including [list key assets, e.g., cash, equipment, intellectual property], shall be distributed as follows: [Describe proposed split].

3. Liability Allocation: All outstanding debts, taxes, and liabilities of the Partnership shall be settled using [Source of funds] or shared between the Parties at a ratio of [Percentage/Percentage].

4. Settlement Payment: In consideration for the full release of all claims, [Party Name] shall pay [Party Name] the sum of \$[Amount] within [Number] days of the execution of the final Settlement Agreement.

5. Mutual Release: Upon the execution of the final agreement, both Parties shall grant a full and final release of all claims, known or unknown, arising out of the Partnership or its dissolution, thereby avoiding the necessity of litigation.

6. Confidentiality: The terms of this LOI and the subsequent Settlement Agreement shall remain strictly confidential between the Parties and their legal counsel.

7. Non-Binding Nature: This LOI is a statement of intent and is not a legally binding contract, except for the provisions regarding confidentiality. A binding obligation will only arise upon the execution of a formal written Settlement Agreement.

Please indicate your acceptance of these preliminary terms by signing below and returning a copy by [Deadline Date].

Sincerely,

[Your Signature]

[Your Printed Name]

Accepted and Agreed:

[Recipient Name]

Date: _____