

Subject: Letter of Intent to Purchase -

Date:

Solicitor Information

Company:

Name:

Job Title:

Address:

Website:

Email:

To Sales Manager:

Our company, _____, intends to purchase _____,

under the following terms and conditions:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

In hoping that the abovementioned terms and conditions are agreeable for you, our company is ready to complete the transaction starting _____.

For any additional information, you can contact me using the email address enclosed above.

Respectfully,