

# Letter of Intent to Sell Business

Date:

To:

Dear ,

This letter serves as a formal intent to sell my business, , located at , to .

The intended terms of sale are as follows:

- Purchase Price: \$
- Closing Date:
- Assets Included:
- Other Terms:

This letter is a statement of intent and is not a binding agreement. A formal agreement will be drafted and signed pending final negotiations and due diligence.

Sincerely,