

[Print on

insert Address]

<<Contact Name>>
<<Trading/Company Name>>
<<Address>>
<<Address>>
<<Post Code>>

<<Date>>

Dear <<Name of Contact>>,

This letter of intent sets out the po
(referred to as the "Purchaser") of
"Vendor").

The assumption, to be confirmed,
transaction therefore shall consist

1. Certain business assets and lia
consideration based on the net va
over a period of <<Years>> calcul
assets purchase>> during that per

2. The proposed date for the trans

3. A joint audit will establish the bo
date.

4. The cash consideration will be p
required after the audit.

5. The following assets and liabili
A. <<Stock and finished goods>>
B. <<Raw materials and work in p
C. <<Certain fixed assets>>
D. <<Trade debtors>>
E. <<Trade creditors>>
F. <<intellectual property rights a
G. <<Sales accounting records, c
H. <<leased premises (subject to
etc

Yours faithfully,

<<Name & Title>>

For and on behalf of <<Name of P

S

A

M

P

L

E

ase by <<Name of Purchaser>>
<<Name of Vendor>> (referred to as the

main in its' current ownership and that the
as defined herein.

be acquired by the Purchaser for a
and a royalty which is to be paid annually
hance of <<define, e.g. businees/net

and Date>>.

liabilities concerned as of the transfer

er, depending on any adjustment

quired by the Purchaser:

al materials>>