

# Letter of Intent for Technology Business Collaboration

[Your Company Letterhead]  
[Date]

[Recipient Name]  
[Recipient Title]  
[Recipient Company Name]  
[Recipient Address]

Subject: Letter of Intent for Technology Business Collaboration

Dear [Recipient Name],

This letter serves as a formal indication of [Your Company Name]'s intent to collaborate with [Recipient Company Name] in the field of technology. Our organizations recognize the potential for mutual benefit through joint innovation and are eager to explore a partnership that leverages our respective expertise and resources.

## Scope and Objective

The primary objective of this collaboration is to [briefly describe the main goal, e.g., "develop innovative artificial intelligence solutions targeting the healthcare industry"]. Both parties agree to share resources, technical knowledge, and industry insights to achieve this goal.

## Key Terms

- **Resource Sharing:** Both parties will commit necessary personnel, technology, and facilities as mutually agreed.
- **Intellectual Property:** Ownership and usage of any jointly developed intellectual property will be defined in a subsequent agreement.
- **Confidentiality:** Both parties shall maintain the confidentiality of all proprietary information exchanged during this collaboration.
- **Collaboration Timeline:** Initial discussions and project planning will commence upon signing this letter, with detailed milestones to be agreed upon in subsequent documentation.
- **Non-binding:** This letter represents only an intention to collaborate and does not constitute a legally binding commitment. A detailed agreement will follow based on mutually agreed terms.

We believe this collaboration will lay the groundwork for a fruitful partnership and drive substantial advancements in [industry/specific technology area].

Please confirm your interest in proceeding by signing and returning a copy of this letter. We look forward to your positive response and to embarking on this exciting journey together.

Sincerely,

[Your Name]  
[Your Title]  
[Your Company Name]  
[Your Contact Information]

---

### Acknowledged and Agreed:

\_\_\_\_\_  
[Recipient Name], [Title]  
[Recipient Company Name]  
Date: \_\_\_\_\_