

Business Partnership Agreement Letter Sample for Startups

A **business partnership agreement letter sample for startups** provides a clear and concise template outlining the terms and conditions agreed upon by the founding partners. This document typically includes details about profit sharing, roles and responsibilities, decision-making processes, dispute resolution, and exit strategies. Utilizing such a sample helps startups establish a solid legal foundation that safeguards the interests of all partners, promotes transparency, and ensures smooth collaboration during the critical early stages of business development.

Sample Business Partnership Agreement Letter

Date: [Insert Date]

To: [Partner's Name]
[Partner's Address]

From: [Your Name]
[Your Address]

Dear [Partner's Name],

This letter serves as a formal agreement between the undersigned parties to establish a business partnership, hereinafter referred to as "[Startup Name]."

1. Purpose

The purpose of this partnership is to [briefly describe the business concept or mission].

2. Roles and Responsibilities

Each partner will contribute as follows:

- **[Partner 1 Name]:** [Role and Key Responsibilities]
- **[Partner 2 Name]:** [Role and Key Responsibilities]

3. Capital Contribution

Each partner agrees to the following initial contributions:

- **[Partner 1 Name]:** \$[Amount] (cash/equipment/services)
- **[Partner 2 Name]:** \$[Amount] (cash/equipment/services)

4. Profit and Loss Sharing

Profits and losses will be shared among partners as follows:

- **[Partner 1 Name]:** [Percentage]%
- **[Partner 2 Name]:** [Percentage]%

5. Decision-Making

All major decisions shall require the agreement of all partners unless otherwise stated in a mutually agreed addendum.

6. Dispute Resolution

In the event of a dispute, partners agree to attempt resolution through mediation before pursuing other legal remedies.

7. Exit Strategy

Should a partner wish to leave the partnership, a written notice of at least [number] days is required. The terms for buyout or transfer of ownership will be determined as per the mutually agreed valuation method.

8. Miscellaneous

This letter constitutes the entire agreement between the partners unless superseded by a formal contract.

Kindly review the terms outlined above. Upon agreement, please sign below. If there are any suggestions or amendments, we can discuss and

finalize them together.

Sincerely,
[Your Name]
[Title/Position]

Acceptance & Signature:

- Partner 1: _____ Date: _____
- Partner 2: _____ Date: _____