Sample Letter of Intent

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(On Official Buyer's Letterhead Only)

To,
I, the undersigned (Buyers Name), passport number (state your passport number, if any), hereby declare and confirm that we are ready, willing and able to purchase the commodity as per specifications and the in the quantity and for the price as specified in the terms and conditions as hereinafter set forth. This representation is made with full corporate authority and responsibility of the above.
Product:
Quantity:
Contract period:
Specifications:
Origin:
Target Price:
INCOTERMS:
Destination Port/s:
Discharge Rate:
Payment:
Inspection:
Shipping: 30/45 days after receipt and acceptance of the L/C.
Performance Bond: 2% by seller's bank in favor of the buyer. (Internationally accepted)
Packing Required:
Documents:
Loading: All costs at the port of loading for the account of the seller.
Discharge: All costs at the port of discharge for the account of the buyer.
Whom to be shipped: (Please give Contact Name, Address, Phone, Fax, Email

We authorize the holder of this document to perform a soft probe on mentioned bank account.	the above
Buyer's Authorized Signature	
(Signatory's Full Name)	
For and on Behalf of Company	
Seal	
Date2008	