

Letter of Intent

This Letter of Intent (LOI) outlines the understanding between DocuPal Demo, LLC, located at 23 Main St, Anytown, CA 90210, and Acme Inc (“ACME-1”) regarding a potential business partnership.

Purpose

The purpose of this LOI is to establish a framework for a partnership focused on providing document management solutions.

Objectives

- Clarify the scope of services.
- Define exclusivity terms.
- Outline future contract terms.

Contemplated Agreements

The parties intend to negotiate agreements concerning:

- Integration of DocuPal's software.
- Training of Acme Inc's staff.
- Ongoing support services.

Limitations

- This partnership excludes customization beyond the initial setup.

Key Deliverables

The main milestones include:

- Completion of software integration.
- Completion of staff training.
- Quarterly performance reviews.

Financial Commitments

- Acme Inc will pay licensing fees as per the agreed-upon terms.
- DocuPal Demo, LLC will allocate resources for support.



Conditions

- The partnership is contingent upon the successful completion of a pilot program.

Timelines

- Payment terms are net 30 days.
- The integration timeline is 90 days.

Confidentiality

Both parties agree to maintain the confidentiality of:

- Client data.
- Pricing information.
- Proprietary software details.

The confidentiality period lasts for 5 years, with exceptions for publicly available information or legally required disclosures.

Critical Dates

- Pilot program start date: [Insert Date]
- Integration completion date: [Insert Date]
- Contract signing date: [Insert Date]

Next Steps

The next steps following the signing of this LOI include:

- Conducting due diligence (30 days).
- Negotiating a definitive agreement.
- Obtaining necessary approvals (60 days).

Binding Obligations

The following provisions are binding:

- Confidentiality.
- Exclusivity.
- Governing law.



Non-Binding Nature

This LOI is non-binding and does not commit the parties to finalize a deal but expresses the intent to negotiate in good faith.

Termination

This LOI can be terminated or amended by:

- Mutual written consent.
- Material breach of terms.

Signatures

DocuPal Demo, LLC

[Name] [Title] [Date]

Acme Inc

[Name] [Title] [Date]

