

# Basic Agreement of Intent

Date: \_\_\_\_\_

This Agreement of Intent is made between:

**Party A:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Party B:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

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## 1. Purpose

Outline the purpose of this agreement and the intention of both parties.

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## 2. Terms and Conditions

- Describe general terms of collaboration or transaction.
- Responsibilities of each party.
- Any important milestones or deadlines.

## 3. Confidentiality

Both parties agree to keep the contents of this agreement and all related information confidential unless otherwise agreed.

## 4. Non-binding Clause

This document is intended as a statement of current understanding and is not legally binding, unless specifically stated.

## 5. Duration

Specify the period covered by this agreement or understanding.

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## 6. Signatures

**Party A Signature:** \_\_\_\_\_ Date: \_\_\_\_\_

**Party B Signature:** \_\_\_\_\_ Date: \_\_\_\_\_