

LETTER OF INTENT FOR EMPLOYMENT

To: _____

Applicant Information:

Full Name: _____

Address: _____

Phone/Email: _____

Employer Information:

Company Name: _____

Address: _____

Contact Person: _____

Phone/Email: _____

Position and Terms of Employment:

Job Title/Position: _____

Employment Type (Full-Time/Part-Time/Contract): _____

Work Location: _____

Proposed Start Date: _____

Compensation and Benefits:

Salary/Rate: _____ USD

Payment Schedule: _____

Benefits (if any): _____

Terms and Conditions:

1. Purpose and Intent

This Letter of Intent (LOI) sets forth the understanding between the Applicant and Employer regarding the potential employment relationship. It is intended as a preliminary expression of mutual interest and does not constitute a binding employment contract, except as expressly stated herein.

2. Employment Offer

Employer intends to offer employment to Applicant for the position described above, subject to the successful completion of all necessary background checks, reference verifications, and any other pre-employment requirements.

3. At-Will Employment

Unless otherwise agreed in writing, the employment relationship shall be at-will, meaning that either party may terminate the employment at any time, with or without cause or notice, to the extent permitted by applicable law.

4. Confidentiality

Applicant agrees to keep confidential all proprietary and sensitive information related to Employer's business that may be disclosed during the application and employment process and thereafter.

5. Non-Compete and Non-Solicitation

Any restrictions regarding non-competition and non-solicitation shall be governed by separate written agreements executed by the parties, which comply with applicable law and are reasonable in scope and duration.

6. Compliance with Policies

Applicant agrees to abide by all Employer policies, procedures, and guidelines as may be communicated and amended from time to time.

7. Governing Law

This LOI shall be governed by and construed in accordance with the laws of the United States and the applicable state laws, without regard to conflict of law principles.

8. Entire Agreement

This LOI contains the entire understanding between the parties with respect to its subject matter and supersedes any prior discussions, agreements, or understandings.

9. Legal Compliance

Both parties agree to comply with all applicable federal, state, and local laws, regulations, and ordinances in connection with the performance of their obligations under this LOI.

10. Binding Provisions

Provisions related to confidentiality, governing law, legal compliance, and any other provisions expressly stated as binding are intended to be enforceable by law.

APPLICANT'S SIGNATURE

EMPLOYER'S SIGNATURE

Signature: _____

Signature: _____

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