Date: March 4th., 2021

**TO**: **3M Distribution**

Dear Sir or Madam,

To prevent COVID-19, commissioned by “**Complete Company Name”**, hereby we would like to declare and confirm that we are willing ready and able to purchase the commodity described below as specified and are ready for immediate transaction.

We hereby send our corporate responsibility as a potential buyer an official declaration of intent (LOI) to buy commodity as described.

**Company Registration Number:**

**Business Telephone:**

**Business Email:**

**Company Address:**

Shipping Terms for Sale:

Product Description:

Target Price:

Quantity:

**Contingencies**

Before a final agreement can be made we agree that Seller do due diligence, review information and documents provided by Buyer.

A performance penalty in the amount of 3% of the total amount is due to either side of the transacting parties.

**We “Complete Company Name,”, by placing our signature here below, declare our Readiness, Willingness and Ability to fulfil the purchase of the commodity. We also declare that we have agreed, read and understood the LOI, to us forwarded and signed by us.**

**Buyers Acknowledgment:**

***SIGNED & Sealed* on this 01st. day of February, 2021 For and on behalf of:**

**COMPANY NAME:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name :**

**Title :**

**Passport No:**

**Country :**