

Letter of Intent Template (Stage 1)

Dear Research & Development Office (KSA Ministry of Education)

Re: Letter of intent
Application (#)
Collaborative research project between (University) and (Company's name according to CR)

This letter is the initial agreement that declares (company's) intent to collaborate in the "Collaborative Research Project Initiative" with (university name) on (Project Name)

(Dr. Name, Title and Department) is the Principal Investigator for the (university) and the expected budget is \$ _____.

Sincerely,
(Company Project Representative)