In the Company letter head

**Letter of Intent (Technology Transfer)**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, representative of M/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ would like to get details of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Title of Invention/Patent/design\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, the inventor of which is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Name of inventor(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and the reference number of which is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Patent Application No. and Reference No. (if any) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Further, I undertake that the purpose of seeking such details is not to transfer/divulge the information to any individual/agency, who/which is not party to this expression, or for the purposes of hindering/delaying/sabotaging the patentability of the invention, or for the purpose of furthering vested research interests in similar fields as the invention.

I seek this information for the purpose of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **(the company should provide detail report including the company background, past performance, future plan, business plan and marketing strategy etc.)** State reason for seeking information\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I also understand that this expression is merely a request to CSRC, IIT Tirupati to provide details of the above-mentioned invention and it, in no way, obliges the CSRC, IIT Tirupati IP policy in any manner possible. By filling in the information and sending the LoI, I acknowledge that the LoI will become as binding as a signed document and hence, CSRC, IIT Tirupati might use it in case of any misunderstandings/legal disputes that might arise.