



Letter of Intent

You are _____.

We are Cincinnati Coworks LLC.

This letter signifies your intent to become a Charter Member of Cincinnati Coworks.

1. We intend to do the following:

- a. Open a coworking space at ???
- b. Open the space some time between Apr. 1, 2010 and Jul. 1, 2010.
- c. Provide you with 24x7 access to the space.
- d. Provide you with a table and chair.
- e. Provide wireless Internet access.
- f. Provide basic amenities (kitchen space with refrigerator, restroom, free parking).
- g. Pay for utilities.

2. We are depending upon you to do the following:

- a. Pay your first and last months' membership fees less 10% for being a Charter Member, totaling \$360.00, within five business days of submission of this letter. (The Charter Member discount expires at the end of the initial six month membership period.)
- b. Pay a \$25 deposit prior to receiving your key to the property.
- c. Sign the Cincinnati Coworks Membership Agreement prior to your first use of the space.
- d. Commit to a minimum membership length of six months at the Charter Member rate of \$180.00 per month.
- e. Notify us immediately if you suspect that you will be unable for any reason to honor the intentions stated in this letter.

3. If you choose to withdraw your letter of intent you will be refunded 100% of any money paid to Cincinnati Coworks to secure your Charter Member status.

Please indicate that these terms and conditions are acceptable to you by signing below.

Signature

Date

Please print out this letter and sign it. You can email it to gerard@cincycoworks.com, or mail it to 927 Auburnview Dr. Cincinnati, OH 45206. You can pay with a check to *Cincinnati Coworks* or via PayPal on the website. Thanks!