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This letter will form an interim agreement between Lucas Construction and Testing Company until such time as the ongoing negotiations have concluded with either a formal contract being executed or an agreement that the parties will discontinue working together on the project. This letter will be the entire agreement between the parties during the interim period, and any changes to the terms herein shall be in writing.

You should not accept any instructions from any person other than [the authorized representative of Lucas Construction] who will be acting as our representative until the formal documentation has been completed and executed.

Yours Truly,  
[The Authorized Representative of Testing Company]

Per: \_\_\_\_\_

c/s

Agreed to all terms and conditions above on this \_\_\_\_ day of [month and year].

Lucas Construction

Per: \_\_\_\_\_

c/s

Letter of Intent & Interim Agreement

It is our intention to award the contract for the construction project to Testing Company. In addition, we wish to have you start work prior to the finalization of contract documents and final project pricing.

You are hereby directed to proceed on the following work immediately, all in accordance with the building permit drawings dated [drawing dates] and the Specifications dated [specification date] as prepared by [architect and/or designer name]. The terms and conditions of the unmodified CCDC-2-2008 will apply during this period.

Testing Company is responsible for ensuring the site safety, securing the work site, and completing the project according to the agreed-upon specifications. This interim agreement will remain in effect until a formal contract is executed or the parties decide to discontinue working together on the project. Any changes to the terms herein shall be in writing.

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