

## PEN PAL LETTER AGREEMENT FOR ADULTS

Location: \_\_\_\_\_ Reference No.: \_\_\_\_\_

### Sender Information:

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email / Phone: \_\_\_\_\_

### Recipient Information:

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email / Phone: \_\_\_\_\_

### Agreement Details:

#### Purpose of This Agreement:

This Letter Agreement sets forth the terms and conditions under which the Sender and Recipient agree to engage in written correspondence for the purpose of establishing and maintaining a pen pal relationship. Both parties acknowledge that this Agreement is legally binding and enforceable under United States law.

### Terms and Conditions:

#### 1. Correspondence Content and Respect:

All letters and communications exchanged between the parties shall be respectful, truthful, and free of any content that is illegal, defamatory, harassing, or offensive. Both parties agree to refrain from sharing any content that could be harmful or inappropriate.

#### 2. Privacy and Confidentiality:

Each party agrees to keep all personal information received in connection with this pen pal relationship strictly confidential and will not disclose such information to any third party without prior written consent, except as required by law.

#### 3. Term and Termination:

This Agreement shall remain in effect until terminated by either party by providing written notice. Termination does not absolve either party from obligations incurred prior to termination.

#### 4. Legal Compliance:

Both parties agree to comply with all applicable laws, regulations, and ordinances in connection with this Agreement and the conduct of their correspondence.

#### 5. No Liability for Personal Injury or Loss:

Neither party shall be liable for any personal injury, emotional distress, or other damages arising out of or related to the correspondence, except as caused by gross negligence or willful misconduct.

#### 6. Governing Law and Jurisdiction:

This Agreement shall be governed by and construed in accordance with the laws of the United States and the state in which the Recipient resides, without regard to conflict of law principles. Any disputes arising under this

Agreement shall be subject to the exclusive jurisdiction of the courts located in the Recipient's state.

7. Entire Agreement:

This Agreement constitutes the entire understanding between the parties regarding the subject matter hereof and supersedes all prior discussions, agreements, or understandings of any kind. Any modifications must be in writing and signed by both parties.

**SENDER'S SIGNATURE**

**RECIPIENT'S SIGNATURE**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Original source of this document:

<https://lettertemplate-us.com/pen-pal-letter-adults/>

Did you find this template helpful?

Find more updated templates at:

<https://lettertemplate-us.com/>

[View more templates](#)

This template is intended exclusively for personal, non-commercial use.  
If distributed or published, the source must be mentioned.

This template is provided for guidance only and does not constitute legal advice.  
It is recommended to consult a legal professional for each specific case.