Sample letter of agreement between two people

To whom it may concern,

On [some date], Mr. X and Mr. Y have agreed to [outline of the agreement, for example: to share the parking space between their houses]. Both parties have decided to consider the terms of the agreement to be legally binding by law should a breach happen or if this document is presented in a court. Listed below are the terms of the agreement:

1) Term 1	
2) Term 2	
3) Term 3	
4) Cancellation of the agreement	
5) Term 5	
First Party Name:	
First Party Signature:	
Date:	
Second Party Name:	
Second Party Signature:	
Date:	