

To

Real Estate Manager
Triangle Industrial Park
Wegmans, Midtown
Raleigh, NC

From

Creative Garments
1121 The Northside Center
Wake County, NC
Contact details: XXX XXX XXXX

Dear Mr./Ms. XYZ,

Creative Garments is a leading manufacturer and exporter of fabrics and fashion garments. We are on the lookout for a 10,000 sq meter area in an industrial zone to set up a production unit. We are planning to deploy about 500 workers and run 3 shifts of 8 hours each.

After research and site visits, our real estate agent has advised in favor of Triangle Industrial Park. He has also informed us that there is enough space available here and the rentals are below \$10 per sq meter.

We write this letter of Intent to inform you that we are interested in leasing the required amount of commercial space at your industrial park. If interested, kindly revert within 30 days or latest by 30 June 2021.

Best regards,

Signature:

Elizabeth Glenwork

Senior Manager

Real Estate & New Projects

Creative Garments