



To
Real Estate Manager
Triangle Industrial City
Wegmans, Midtown

Raleigh, NC

From
SPG Superstore
Wegmans, Midtown
Raleigh, NC

Contact details: XXX XXX XXXX

Dear Mr./Ms.

We are pleased to inform you that we plan to open a branch of SPG Superstore in your upcoming Triangle Industrial City. As you may already know we are a popular brand of daily needs store.

For this project, we need about 100,000 sq ft of space. We need ample parking space and at least two elevators as part of the commercial space.

We write this letter of intent to lease commercial property to begin the negotiation and finalize the details including the rent. Can I request you to ask your sales team to get in touch with us latest by 30 June 2021 to take this proposal forward?

Looking forward to hearing from you soon!

Best regards,

Signature:

Victoria Elizabeth

Vice-President

Expansion and New Markets