|  |  |
| --- | --- |
| ***Yellow text on a black background  Description automatically generated with medium confidence*** |  |

***To****Real Estate Manager
Freedom Shopping Mall
Wegmans, Midtown
Raleigh, NC*

***From****Elis Vermont
311 Platinum Heights
Wegmans, Midtown
Raleigh, NC
Contact details: XXX XXX XXXX*

*Dear Mr./Ms. ……..*

*I am a 50-year old self-employed woman. I run a few small businesses including one of fashionable sunglasses. We are a team of 5 designers who prepare these fashion sunglasses. These are premium products that sell for a minimum of $1000 apiece.*

*We would like to open an outlet for our sunglasses at your shopping mall. For this, we need a commercial space measuring 500-600 sq ft. Our real estate agent has figured out that Shop No. AP-211 meets our specifications. He has also informed me that this shop is currently vacant and under renovation.*

*Through this letter of intent, we would like to inform you that we want to lease Shop No AP-211 beginning next month, 1 June 2021. Can we request you to begin the leasing process by writing back to us latest by 25 May 2021?*

*Our budget for leasing this shop is between $2000 and $3000, depending on what you include in the lease.*

*Looking forward to hearing from you soon!*

*Yours Sincerely*

*Signature:*

*Elis Vermont …………………*