

Business Name

Business Address Details

Address

Postal Code

Date:

Mr. Daniel Scissons, CAO/Clerk

Town of Petawawa

1111 Victoria Street

Petawawa, ON K8H 2E6

Dear Mr. Scissons:

This letter is to express my intent on purchasing (**indicate the amount in acres**) acres of land in the Town of Petawawa Industrial Park. I am interested in a parcel with (**indicated the amount of frontage in metres**) metre frontage, noted as Lot (**indicate the lot as shown on the concept plan**) on Industrial Avenue as indicated on the Industrial Park Concept Plan.

I am prepared to offer (**price per acre**) per acre for the proposed parcel of land, to be determined by survey.

Enclosed is a rough site plan which details how the land will be utilized and developed. (**describe the proposed development in detail including the size of your building structure, divisions of space use, accessory building, parking, landscaping features etc.**)

I understand all costs associated with the sale of the land and any development in the Industrial Park are the full responsibility of the purchaser. I am ready to purchase and develop this property within the eighteen months, of taking ownership, as stipulated in the draft development agreement.

I look forward to a response to this request, understanding that this offer will go before Council in a closed session, so we can take this project to its next course.

Sincerely,

Your name