

## Business Name

Business Address Details

Address

Postal Code

Date:

Mr. Colin Howard, CAO

Town of Petawawa

1111 Victoria Street

Petawawa, ON K8H 2E6

Dear Mr. Howard:

This letter expresses my intent to purchase (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) metres frontage, noted as Lot (indicate the lot as shown on the concept plan) on (indicate the street) 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 preliminary site plan that 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 buildings, parking, landscaping features, etc.)

I acknowledge that all costs associated with the sale of the land and any development in the Industrial Park are the purchaser's full responsibility. I am ready to purchase and develop this property within 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