March 23, 2016

*This is a sample letter of intent, meant to be used only as a guide. Highlighted portions need to be customized. Verbiage may need to be changed or added, dependent upon the specific nature of your business.*

City of Plantation

Attn: Local Business Tax Desk

400 NW 73 Ave

Plantation, FL 33317

Please be advised that Business name, owned by Owner’s Name, will be opening a location in the Broward Mall at 8000 West Broward Blvd at enter unit number here. This location is approximately blank square feet and will have blank staff in total. Typical business days and hours will be enter here.

The purpose of this business is to enter detailed list of merchandise sold and/or services provided here. *If merchandise is sold, please state if new or used.* This location does not hold any regulatory licensure -or- has regulatory license issued by enter state agency. There are no licensed professionals at this location -or- The following professionals will be working at this location and I have attached an application for each. This business has # commercial vehicles.

I have thoroughly reviewed your check-list of requirements and feel that all applicable information has been submitted; however, if you need additional information, please contact me at your number here.

Sincerely,

Applicant name

Applicant title

NOTARY STATEMENT

State of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

County of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_\_, by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, an individual or as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ a corporation, limited liability company, or partnership formed in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, who is personally known to me or has produced a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as identification.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Seal

Notary Signature