

# Letter of Intent

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

[Market Authority/Organization Name]

[Market Address]

[City, State, Zip Code]

Dear [Market Authority/Contact Person's Name],

I am writing to express my intent to become a registered vendor at [Market Name]. I am passionate about [type of products/services you will offer] and believe that my offerings will contribute positively to the local community and enhance the market experience.

As a local [business owner/artist/farmer, etc.], I am committed to providing high-quality products that are [organic, handcrafted, locally sourced, etc.], and I am dedicated to supporting sustainable practices.

I would like to inquire about the vendor application process, any necessary permits, and the guidelines for becoming a registered vendor at your market. I am keen on aligning my business practices with the values of [Market Name] and am eager to participate in the community.

Thank you for considering my application. I look forward to your response and hope to contribute to the vibrant community at [Market Name].

Sincerely,

[Your Name]