

# Warehouse Space Inquiry

Date: [Insert Date]

To Whom It May Concern,

My name is [Your Name], and I am the [Your Position] of [Your Company Name], an e-commerce business specializing in [brief description of your business]. We are currently looking to expand our operations and are in need of additional warehouse space.

We are interested in exploring the possibility of renting warehouse space that meets the following specifications:

- Size: Approximately [Specify Size] square feet
- Location: [Preferred Area or Region]
- Accessibility: Proximity to major transportation routes
- Facilities: Loading docks, climate control, security features
- Lease Terms: [Specify any specific requirements regarding lease duration]

We would appreciate it if you could provide us with information regarding the available warehouse spaces that align with our requirements. Additionally, if possible, please include the rental rates, terms of lease, and any other pertinent details.

Thank you for your time and assistance. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]