

Warehouse Space Rental Inquiry

Date: [Insert Date]

To: [Warehouse Owner/Manager Name]

[Warehouse Company Name]

[Warehouse Address]

[City, State, Zip Code]

Dear [Warehouse Owner/Manager Name],

I hope this message finds you well. My name is [Your Name], and I am reaching out on behalf of [Your Company Name]. We are currently exploring options for warehouse space to accommodate our retail inventory storage needs.

Specifically, we are interested in renting [specific square footage or number of pallets] of space. Our requirements include [mention any specific requirements such as temperature control, security features, loading dock access, etc.].

Could you please provide information regarding the availability of warehouse space at your facility, including rental terms, pricing, and any additional fees? Additionally, if possible, I would appreciate scheduling a visit to the warehouse to assess the suitability for our inventory.

Thank you for your attention to this matter. I look forward to your prompt response.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Phone Number]

[Your Email Address]