

Letter of Explanation Request for Exclusive Leasing Arrangement

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to formally request an explanation regarding the conditions of the exclusive leasing arrangement proposed for [property/lease details].

As we consider moving forward, it is essential for us to understand [specific aspects that require clarification, e.g., terms, responsibilities, timeframes]. Having clarity on these points will help us make an informed decision and ensure a mutually beneficial agreement.

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

Sincerely,

[Your Name]
[Your Position, if applicable]
[Your Company, if applicable]