

(Business Letterhead)

(Date)

Hearne Economic Development Corporation – Type A/B
306 W. Third Street
Hearne, Texas 77859

RE: Intent to apply for Business Assistance Incentive Program

Dear **(TYPE A/TYPE B ECONOMIC DEVELOPMENT BOARD OF DIRECTORS)**:

This letter is **(Business Name)**'s letter of intent to begin the application process for funding from the Business Assistance Incentive Program offered by Hearne Economic Development Corporation – Type A and Hearne Community Development Corporation – Type B.

(Please provide a brief description of your business in this space. Describe the nature of the business including the plans for expansion/growth/location as well as the job creation associated with the project and the amount of capital investment. Do not exceed two pages.)

(Business Name) is therefore requesting that you accept this letter as the formal letter of intent required under the Business Assistance Incentive Program.

Sincerely yours,

(Company Representative & Contact Information)