

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

[Landlord's Name]
[Landlord's Address]
[City, State, Zip Code]

Dear [Landlord's Name],

Subject: Business Tenancy Agreement for Flat Property

I hope this letter finds you well. I am writing to formally inquire about entering into a business tenancy agreement for the flat located at

[Property Address].

[Include any relevant details about the intended use of the property, duration of tenancy, rental terms, and any specific requests or considerations.]

I believe this arrangement could be mutually beneficial, and I am keen to discuss the terms further. Please let me know a convenient time for us to meet or converse over the phone.

Thank you for considering my proposal. I look forward to your response.

Sincerely,

[Your Name]
[Your Position/Title]
[Your Company Name]