[Formal Letterhead of Company]

[Date]

Mr. Stan S. Fujimoto, Project Manager

Hawaii Housing Finance and Development Corporation

677 Queen Street, Suite 300

Honolulu, Hawaii 96813

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**Notice of Intent to Offer**

**Request for Proposal for Keawe Street Apartments at the Villages of Leiali’i**

**Affordable Family Rental Housing Project**

**DEV-RFP-18-001**

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Dear Mr. Fujimoto:

I would like to indicate our intent to submit an offer in response to the above Request for Proposal (RFP) and to be notified of any updates and amendments to the RFP.

Name of Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sincerely,

[Signature]

[Contact name]

[Complete address of the firm]

[Phone and fax]

[Email address]

*This letter shall be submitted with a corporate resolution or “authorization to sign” no later than the date specified in the RFP.*