

Sample Letter for Display Only Vendors

Company Letterhead  
Address  
Telephone Number  
Fax Number

Date

Rodium Open Air Market  
2500 Redondo Beach Blvd.  
Torrance, CA 90504-1529

To Whom It May Concern:

This letter is to authorize [REDACTED] or representatives of [REDACTED] to offer [REDACTED] to the public regarding [REDACTED]. There will be no exchange of monies at any time for any reason. We will not sell any goods or services, but will provide [REDACTED] information regarding [REDACTED].

I [REDACTED] will be held responsible for all the activities held within the space we rent at the Rodium Open Air Market.

Sincerely,

Signature

Print Name [REDACTED]

President / Director / Manager

**Please Attach Business Card of Representative**