



via email

December 31, 2016

SUZANNE R. LUDLOW
CITY MANAGER
CITY OF TAKOMA PARK, MARYLAND
7500 MAPLE AVENUE
TAKOMA PARK, MD 20910
(301) 891-7230
SUZANNEL@TAKOMAPARKMD.GOV

RE: WEEKLY UPDATE ON LETTER OF INTENT NEGOTIATIONS BETWEEN NDC AND THE TPSS CO-OP

DEAR MS. LUDLOW,

By this letter, Neighborhood Development Company (NDC) is providing an update on negotiations of a Letter of Intent (LOI) between Neighborhood Development Company and the Takoma Park Silver Spring Co-op (TPSS) for lease of approximately 6,000 square feet of gross floor area at Takoma Junction.

NDC and TPSS have continued discussions. TPSS subsequently sent a cover letter and draft Letter of Intent to NDC on December 29, 2016. NDC and its attorney are reviewing the draft Letter of Intent to determine its feasibility. NDC and TPSS will meet to discuss the Letter of Intent on January 3, 2017 at 1:00pm.

Please feel free to follow up with any questions you may have.

Sincerely,

A handwritten signature in blue ink, appearing to read 'ADRIAN WASHINGTON', is written over a light blue circular stamp.

ADRIAN WASHINGTON
CEO & FOUNDER
NEIGHBORHOOD DEVELOPMENT COMPANY