

**SAMPLE LETTER OF INTENT – Due by July 1, 2011**

**Send to:**

Jody Perry, Director  
Charter Schools Support  
600 SE 3<sup>rd</sup> Ave., 13<sup>th</sup> floor  
Fort Lauderdale, FL 33301

Dear Ms. Perry:

Please accept this letter of intent to submit a charter school application on or before August 1, 2011, by 4:00 p.m.

The focus/theme of the charter school will be:

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The student enrollment breakdown, by year, and the appropriate grades to be served, are as follows:

|         |   |
|---------|---|
| Year 1: | 2012-2013 – Grades _____ - _____ - up to _____ students |
| Year 2: | 2013-2014 – Grades _____ - _____ - up to _____ students |
| Year 3: | 2014-2015 – Grades _____ - _____ - up to _____ students |
| Year 4: | 2015-2016 – Grades _____ - _____ - up to _____ students |
| Year 5: | 2016-2017 – Grades _____ - _____ - up to _____ students |

The facility to be used and the location, or, current options for a school facility are as follows:

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Name of Governing Board Chair/Contact Person:

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Mailing Address:

City:

Zip Code:

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Telephone Number:

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Sincerely,