



102 Town Hall Drive | Leland, North Carolina 28451
Phone (910) 371-0148 | Fax (910) 371-1073

TO: All Interested Commercial Real Estate Agents

DATE: November 22, 2023

RE: Town of Leland Sale of Old Fire Station 51 (Parcel #029KB049) Request for Proposals

The Town of Leland (“Town”) seeks to sell Brunswick County Tax Parcel #029BK049, and desires to retain a commercial real estate agent to provide services relating to the sale.

If you are a commercial real estate agent interested in providing services to the Town of Leland for this purpose, **please respond with your proposal by December 8, 2023.**

In your response please indicate:

1. Commission percentage with an option for the Town to elect for a flat fee option and amount of said flat fee;
2. Services provided if retained;
3. Other municipalities represented in the last five (5) years; and,
4. Years of experience serving as a commercial real estate agent.

Please submit your response in writing to **Town of Leland, Attn: Niel Brooks, Assistant Town Manager, 102 Town Hall Drive, Leland, NC 28451.** Please also **indicate on the envelope “Commercial Real Estate Services Proposal Enclosed.”** If you have any questions concerning the scope of work, please contact Niel Brooks at 910-332-4818.

Brenda Bozeman
Mayor

Richard Holloman
Councilmember

Bob Campbell
Mayor Pro-Tem

Bill McHugh
Councilmember

Veronica Carter
Councilmember

David A. Hollis
Town Manager