

CozyTea LLC  
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2025-06-10

Downtown Development Authority  
19 West Main Street  
Hartford, MI 49057

Dear Members of the Downtown Development Authority,

I am writing on behalf of CozyTea LLC to respectfully request your support in bridging a funding gap of \$10,000 to complete renovations at our main location at 13 West Main Street in downtown Hartford.

CozyTea LLC is more than a beverage bar, we are building a welcoming community hub that supports healthier lifestyle choices while contributing to the local economy and downtown vibrancy. Since acquiring the building, we've made substantial progress through personal investment and outside funding. However, we are currently facing a \$10,000 shortfall that limits our ability to complete several key elements of the project.

The requested funds will be used for the following:

- To restore and modernize the building's facade, improving curb appeal and aligning with the city's goals for a vibrant and attractive downtown corridor.
- Flooring, paint, lighting, and final touches to create a warm, inviting space for customers and guests.
- Final purchases such as refrigeration, beverage prep tools, and safety-compliant storage.
- Tables, chairs, and soft seating to foster social interaction and community use for those that are trying to find a third place away from home and work.
- Exterior signage and marketing materials to promote local foot traffic and special events.

This initiative directly supports the goals outlined in the Hartford Joint Community Master Plan, particularly the focus on revitalizing the downtown corridor, encouraging small business growth, preserving historic character, and enhancing the pedestrian experience. By investing in CozyTea LLC, the DDA will be supporting a project that aligns with the city's vision for a thriving, connected, and attractive downtown.

We are confident that CozyTea LLC will serve as a vibrant community asset and a catalyst for continued downtown investment. We welcome the opportunity to meet with you, share further documentation, or discuss how our project aligns with your funding goals.

Thank you for your time and consideration. We deeply appreciate the DDA's commitment to Hartford's downtown success and hope to partner with you in bringing this vision to life.

Sincerely,

The Cozy Fam

