



Request for Rent Relief Application

Entity Name: _____
Store # (If applicable): _____
Store Address: _____
Tenant Contact Name: _____
Tenant Contact Phone #: _____

Please complete & submit the following:

- 1) A completed and signed “Credit Check Authorization” (enclosed).
- 2) A signed Confidentiality Agreement (enclosed).
- 3) A store level profit and loss statement for the years ending 2018 and 2019.
- 4) A store level balance sheet or, if not available, a business level balance sheet.
- 5) 2019 year-end sales report and monthly sales reports for 2020, including the current month in the form of “month to date”.
- 6) Specify the nature and type rent relief you are seeking.
- 7) Specify the reason for and the circumstances surrounding the relief.
- 8) If you are a Franchisee, provide a statement from your Franchisor identifying the form and nature of relief your Franchisor is providing to you relative to your Franchise Agreement.
- 9) Please indicate whether you are eligible for the SBA’s Disaster Assistance Loan and, if so, please advise as to the status of the application and bank(s) you’ve contacted.
- 10) Please identify any and all other governmental relief (including state and local) you have sought and the status of your request, and show evidence of your request.
- 11) Please identify what business interruption insurance coverage you have. If you do not have business interruption insurance, please provide a letter from your insurance carrier stating so. If you have business interruption insurance, please include a statement summarizing the status of your claim.

Upon receipt of the above data, your request and Lease will be reviewed, and you will be advised in writing of the Committee’s decision. In the interim, please be advised that *all* monthly charges remain due and payable in accordance with the terms of your Lease.

If you have any questions, please contact me via email at john@mrpstl.com.

Note: If you have multiple locations within our portfolio, please make this form site specific.



Credit Check Authorization

I/We the undersigned hereby authorize Midwest Retail Properties, LLC, and/or any of its affiliates, partners, subsidiaries, employees or designees (hereinafter collectively referred to as “MRP”), to make any credit inquiries that MRP may deem necessary in connection with my/our lease application. This authorization also applies to inquiries regarding employment history, bank accounts, and follow-up credit inquiries/checks that MRP may deem necessary now or in the future, in connection with the tenancy contemplated.

Applicant

Spouse (If Married)

(Print company name, if applicable)

(Print company position held, if applicable)

By: _____
(Signature)

By: _____
(Signature)

Print Full
Legal Name _____

Print Full
Legal Name _____

Its: _____
(Print company position held, if applicable)

Its: _____
(Print company position held, if applicable)

Street Address

Street Address

City, State, ZIP

City, State, ZIP

Date of Birth

Date of Birth

Driver’s License Number

Driver’s License Number

Social Security Number
(Attach copy of Social Security Card)

Social Security Number
(Attach copy of Social Security Card)

Federal Employer Identification Number
(If Applicant is a corporation)

Dated: _____

Dated: _____



CONFIDENTIALITY AGREEMENT

This Confidentiality Agreement is made and entered as of _____, 20__ by and between _____, a [State] [type of entity] (“Tenant”) and Midwest Retail Properties, LLC. (“Landlord”).

This Agreement is executed in contemplation of Tenant turning over confidential and proprietary financial information to Landlord, at Landlord’s request and for Landlord’s consideration (the “Financial Information”).

The Financial Information provided to Landlord shall be held in confidence by Landlord, and Landlord shall use reasonable efforts to cause its agents and employees to hold such information in confidence.

Tenant shall maintain strict confidentiality that it has provided information and documentation to Landlord and that Landlord is considering offering Tenant rent relief.

ACCEPTED AND AGREED:

ACCEPTED AND AGREED:

Tenant

Landlord

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____