 COVID - 19 RELATED RENT DEFERRAL REQUEST

|  |  |
| --- | --- |
| **APPROVAL** | |
| TODAY’S DATE: | PREPARED BY: |
| **BUILDING INFORMATION** | |
| PROPERTY NAME: | APARTMENT NUMBER: |
| TENANT NAME(S): | |
| NUMBER OF PEOPLE OCCUPYING UNIT: | NUMBER OF ADULTS OCCUPYING UNIT: |
| RENT DEFERRAL AMOUNT REQUESTED: | RENT DEFERRAL PERIOD: |
| **CURRENT RENT BREAKDOWN** | |
| CURRENT RENT: | STORAGE: |
| PARKING: | OTHER: |
|  | **TOTAL MONTHLY CHARGE:** |
|  |  |
| **TENANT #1** | |
| NAME: | HAVE YOU APPLIED FOR EI? |
| AMOUNT OF PAST INCOME: | CURRENT TOTAL INCOME: |
| NAME OF EMPLOYER: | EMPLOYER NUMBER: |
| WILL YOU RETURN TO WORK? | IF YES, WHEN WILL YOU BE RETURNING TO WORK? |
| **TENANT #2** | |
| NAME: | HAVE YOU APPLIED FOR EI? |
| AMOUNT OF PAST INCOME: | CURRENT TOTAL INCOME: |
| NAME OF EMPLOYER: | EMPLOYER NUMBER: |
| WILL YOU RETURN TO WORK? | IF YES, WHEN WILL YOU BE RETURNING TO WORK? |
| **TENANT #3** | |
| NAME: | HAVE YOU APPLIED FOR EI? |
| AMOUNT OF PAST INCOME: | CURRENT TOTAL INCOME: |
| NAME OF EMPLOYER: | EMPLOYER NUMBER: |
| WILL YOU RETURN TO WORK? | IF YES, WHEN WILL YOU BE RETURNING TO WORK? |
| **TENANT #4** | |
| NAME: | HAVE YOU APPLIED FOR EI? |
| AMOUNT OF PAST INCOME: | CURRENT TOTAL INCOME: |
| NAME OF EMPLOYER: | EMPLOYER NUMBER: |
| WILL YOU RETURN TO WORK? | IF YES, WHEN WILL YOU BE RETURNING TO WORK? |
| **TENANT APPROVAL** | |
| DO YOU GIVE CARRERA MC PERMISSION TO CONTACT YOUR EMPLOYER FOR AN EMPLOYMENT INCOME CONFIRMATION? | |
| TENANT #1 | |
| TENANT #2 | |
| TENANT #3 | |
| TENANT #4 | |
| **MANAGEMENT APPROVAL** | |
| CARRERA MC AGREES TO PROVIDE A TOTAL OF $ IN RENT DEFERRAL. | |
| EFFECTIVE: | TERMS OF REPAYMENT: |
| END DATE: |
| DIRECTOR/VP APPROVAL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  DATE: | |

NOTES: