



UCA Lease Variation Request COVID-19



Responsible Body

Contact person's name

Contact person's phone

Contact person's email

Leased Property Address

Date of PART Approval

PART Minute Number

Lease Type (select)

State (select)

Date of this Request

Managing Agent

Agent's Address

Agent's property manager

Property manager's phone

Property manager's email

Lease start date

Lease Duration

Commercial Tenant's Name

Type of Business

Lessee's Primary Contact

Residential Tenant's Name(s)

Tenant 1

Tenant 2

Tenant 3

Tenant 4

Previous Lease Variation

(select)

Date

PART Minute

Variation Approved previously (select)

Lease Variation Requested

Attach a copy of the written variation agreement to when submitting this request form.

(select)

Variation in dollar amount or a % change

Variation to terms (months / year)

additional time or early release

Variation to defer payment by Weeks / Months

Variation to defer part rent payment to a later time,
by weeks or months

Variation to Commercial Lease Bond
or Security

Variation to Residential lease Tenants

Comments

Variation Commencement date

Variation End date

Repayment Plan Detail (dollar amount per week
or month, commencement & end date)

Evidence of hardship sighted. (select)

Approvals

Congregation Approval Date

Name

Signed

Presbytery Approval Date

Name

Signed

Synod Approval Date

Name

Signed

PART Date

PART Minute

Notice given to RB and Presbytery

Date emailed

Officer name