



Appendix B. Landlord/Mortgage Holder Authorization

This authorization is a commitment by the City of Prescott that the payment described below will be made to the Landlord /Mortgage Holder on behalf of the participating tenant when this form is certified and signed by the landlord / mortgage holder and returned to the Chamber of Commerce. **You must indicate whom the check needs to be made out to and where the check should be mailed. We cannot make payments directly to individual applicants.**

Address Check To: Landlord/Mortgage Holder		From: Prescott Chamber of Commerce Foundation	
Address		Address: 117 W. Goodwin Street, Prescott, AZ 86303	
Phone/Fax			
Email			
Reference		Prescott Cares Program	
Tenant Name			
Property Address			
I / we are asking for reimbursement for Rent / Mortgage payments in arrears as follows below:			
Rent/ Mortgage of \$ 0.00 for period from _____ to _____		Date	
Account Number: _____ Amount: _____			
Name and Title of Authorized Agency Representative		Signature	
<p>I certify that _____ (name of property) is owed the above amount, and that as its designated agent and representative, I have entered into a payment arrangement with the above-named tenant for any unpaid portion of their rent balance. I will make individual repayment agreements with the above-named tenant available to the City for review upon request.</p> <p>I understand that in making this payment, the City is working to reduce the tenant's future repayment burden and reduce the tenant's financial hardship related to COVID-19. While the City will continue to work with tenants to identify resources and assistance, including to pay rent, but that any unpaid portion of the rent balance remains the responsibility of the tenant. If the tenant does not pay the unpaid portion of the rent according to the repayment agreement, I understand that I may be able to take legal actions against the tenant, but I agree that in exchange for this payment I will only institute legal action, including an eviction proceeding, after consultation with the City of Prescott Community Development Department.</p> <p>I also understand that I may pursue legal actions, including those which may result in an eviction if the above-named tenant violates other terms of their rental agreement.</p>			

For Agency Use Only		
Authorization has been	<input type="checkbox"/>	Revoked in entirety
Agency Representative Receiving Request	<input type="checkbox"/>	Partially revoked
Notification that authorization was revoked was by	<input type="checkbox"/>	Letter (Attach Copy)
	<input type="checkbox"/>	Telephone In Person