



Mission Economic Development Corporation

*Working outside the box*

## **Downtown Rent Subsidy Application**

**Subject Property Address:** \_\_\_\_\_

### **Applicant Information**

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Email \_\_\_\_\_

Business Name \_\_\_\_\_

Business description

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **Property Owner Information**

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Email \_\_\_\_\_

Square footage that applicant will be occupying: \_\_\_\_\_

Negotiated lease rate: \_\_\_\_\_

Term of lease (m/d/yy – m/d/yy) : \_\_\_\_\_

### **Additional Requirements**

Meet with a small business specialist of the Small Business Development Center (SBDC) at UTRGV to go over business plan and pro-forma. If you do not have either of these documents, you can work with the SBDC to develop them. The SBDC can be reached at 956-665-7535 or at the address below:

UTRGV Small Business Development Center  
1407 E. Freddy Gonzalez Dr. Suite 1.200  
Edinburg, TX 78539

By signing and submitting this application, I hereby acknowledge the following:

- I have read and understand the application form and accompanying program overview.
- Mission Economic Development Corporation's acceptance of this application does not obligate the Corporation to enter into a grant agreement, to pay any costs incurred in its preparation, to participate in subsequent negotiations, or to contract for any services or materials purchased pertaining to the project.
- I certify that all the information contained in this application and any attachments is true, correct, and complete to the best of my knowledge.

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Signature – Tenant

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Date

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Name (printed)

## **Required Documents**

1. Completed application
2. Business plan
3. Monthly operating pro forma
4. Previous two years of personal tax returns or business tax returns if an existing business
5. Assumed Name Certificate/ DBA certificate or proof that business has been filed with the county and state
6. Draft of negotiated 3 year lease

\*NOTE: All documents will be kept confidential