



**Jackson Downtown
Development Corporation**

**New Business Rent/Lease
Incentive Program Application**

Name: _____

Business Name: _____

Date Submitted: _____

Please include the following with your application:

- _____ Letter of Intent to lease or purchase or signed lease/purchase contract
- _____ Business Plan
- _____ Financial Statements/ Pro-Forma
- _____ Marketing Plan
- _____ Business/ Personal History (Resume)

Signature: _____ Date: _____
Business Owner

Signature: _____ Date: _____
Property Owner

Submit the application form and all available documents supporting your application to:

Jackson Downtown Development Corporation
314 E Main Street
Jackson, TN 38301
Email: jddc@cityofjackson.net



Jackson Downtown Development Corporation

New Business Rent/Lease Incentive Program Application

APPLICANT INFORMATION

Applicant Name _____

Applicant Address _____

Applicant Phone _____ Cell Phone _____

Applicant Email _____

Business Name _____

Circle One: New Business Relocation of Business Additional Location

Circle One: Retail Restaurant Entertainment Service Business

Nature of Business (please provide detailed description of the business)

Proposed Opening Date of the Business _____

| Ownership (Shareholders/ Partners) | % |
|------------------------------------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

PROPERTY INFORMATION

Business Name _____

Business email _____ Business Website _____

Business Phone _____

Property Address _____
City State Zip

Landlord Name _____

Landlord Address _____
City State Zip

Landlord Phone _____

Monthly Rent: \$ _____

Yearly Rent: \$ _____

Sq Footage to be leased: _____

With out utilities With Utilities

For Office Use Only

Per Square Foot Rent: _____

Max Annual Assistance: _____

Monthly Rent Assistance: _____

Total 12 Month Assistance: _____

PROJECTED EMPLOYMENT AND PROJECT COSTS

Projected Employment — How many new employment positions do you plan to create?

Full-time: _____ Part-time: _____

Project Costs — How much capital (leasehold improvements, furnishing, fixtures, equipment, initial inventory etc.) do you estimate you will spend to establish this location?

\$ _____

MISCELLANEOUS

Will there be any physical improvements to the newly leased commercial space (whether done by the property owner or a lease hold improvements) prior to occupancy by the applicant?

Have you enclosed a copy of a draft or executed lease agreement for the new commercial space?

Does any owner or officer of the business leasing space have a business or familial relationship to the owner of the property to be leased?

Is the business or any owner delinquent in the payment of any municipal taxes or fees? _____

Is the business or any owner delinquent in the payment of any income tax obligation? _____

Is the business or any owner delinquent in the payment of any loans? _____

Is the business or any owner currently in default on any of its loans? _____

Are there currently any unsatisfied judgments against the business or any owner? _____

Has the business or any owner ever filed for bankruptcy? _____

If the answer to any of the questions above is "Yes," please provide additional comments below or on additional pages if necessary.
