

May 1, 2020

Dear \_\_\_\_\_

We value our relationships with our tenants and wanted to reach out to you in these difficult and uncertain times.

You have indicated a disruption to your normal business due to COVID-19 that will impact your ability to pay rent at this time.

The Government of Canada has recently announced a rent relief program called the Canada Emergency Commercial Rent Assistance and intends on providing further details in the coming days as to how this program will be administered.

We at \_\_\_\_\_ are considering making use of the CECRA and depending on the final details, we likely will do so. Once these details are known we will communicate our next steps with you.

It is our intention to work with our tenants to get us all through this challenging time.

Yours truly,

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Position