

March 20, 2020

Dear Tenant,

Our family owned business owns and manages shopping centers in several states across the southeast. You are receiving this email because you are one of our tenants. Over the last several days we have begun receiving inquiries from many tenants asking how we will handle the challenges of Covid-19, also known as the Coronavirus. Tenants are reporting a substantial drop in sales or in some cases the need to temporarily close their doors. They are asking us when conditions will improve and what can the landlord do to help. These have been difficult questions to answer. With mortgage payments due and vendors to pay, we share many of the same concerns.

Our team has been working overtime to put together a comprehensive assessment for the retail outlook at our centers and what we as a landlord can do to help. Our approach begins with honest communication and ends with specific proposals. As much as I would prefer that we work with each tenant on a personal basis, the scope of this problem makes that option difficult. This email is being sent out to all of our tenants. Our staff has been amazingly dedicated through this time and will continue to respond to individual questions and responses as soon as they are able. We appreciate having you as a tenant. We hope that we can demonstrate that appreciation by being a good partner throughout this difficult time.

Retail Outlook for our Centers

There is nothing scarier for a small business than having its revenue unexpectedly slow down, or completely dry up. Decreases in interest rates by the Federal Reserve may help banks and large corporations, but they do not provide immediate relief to small businesses. Congress has passed emergency relief packages, but that money has not made its way down to small businesses. Our tenants have been forced to lay off employees. Restaurants have had their food inventory spoiling. Bills are still coming due. We understand these problems. There is a great deal of fear in the public right now.

Our expectation, when we are eventually able to assess this situation with hindsight, is that late March into early April will likely be the low point for our tenants. We anticipate that near the middle of April this downward trend should begin to reverse itself. Social distancing restrictions will gradually decrease. Shopping will increase. Restaurants will be allowed to open. Overall, April sales will be similar to March. May will be better than April. June better than May. New challenges will likely return later this year, but as a community and a country we will be better prepared.

The above is our best assessment of the situation. We cannot make any promises on its accuracy, but we believe that right now and for a short time longer we will be experiencing the worst of it.

Landlord Assistance Package

Landlord assistance will be a balancing act as we work to assist tenants while managing our own obligations towards lenders and vendors. Our goal is to provide hard hit tenants with specific assistance that can make an immediate difference. We hope that our proposal will provide those tenants with an alternative to high interest loans and credit cards that might otherwise be relied upon to pay rent. Here are the details of the Landlord Assistance Package:

- **April Rent - 2 Week Extension.** All tenants are eligible to extend their April rent payment until April 15. This additional two weeks will allow us as a landlord and you as a tenant to better assess the impact this virus is having across our communities.
- **April and May 90% Rent Deferral.** Below is a link to a questionnaire that should be completed by any tenant that would like to request rent deferment. Qualifying Tenants may elect to defer 90% of their total rent payments for the months of April and May. If approved as a Qualifying Tenant, rent payment will be 10% of what it would otherwise be. Deferred rent will be repaid on a monthly basis, amortized over the remaining lease term. No interest will be charged on the deferred rent. With mortgages and bills to pay, our resources for this program are limited. We will do our best to approve as many tenants as possible for this program. Please see [News & Information](#) below for how to also access the questionnaire link through our website.

[COVID-19 Tenant Assistance Request Questionnaire](#)

- **Lease Extension with No Increase to Base Rent.** Qualifying Tenants will need to pay back deferred rent in monthly additional payments over the remainder of their current lease term. Some tenants may have a short remaining lease term and require a longer period of time to pay back deferred rent. Those tenants will be given the opportunity to extend their lease term for up to an additional year with no rent increase, subject to existing terms and conditions of their lease.

News & Information

We have created a page on our website www.NewLinkmg.com identified as [Covid-19 Tenant Information](#). This page is dedicated for providing tenants with useful links to news and information specifically relevant to small retail businesses. For those tenants unable to use the link to the rent deferment questionnaire in this letter, you will also find a link to the questionnaire in this section of the website. One of the news links you will find is for the retail industry's largest trade association, ICSC. The ICSC is aggressively advocating on behalf of shopping center retail for federal assistance. This Covid-19 Tenant Information page is being set up as this letter is set to go out. We will be adding to it regularly, so please check back every few days to see what new has been posted.

We sincerely hope that our assessment of the retail environment, the Landlord Assistance Package, and the Covid-19 Tenant Information page will provide some value to our tenants. We understand that the situation is fluid. It may get worse before it gets better. Whatever may come next, we will continue to do our best to serve as a good partner to you and your business.

Roby Hackney
Principal and Asset Manager