**LANDLORD REQUEST FORM**

Store Number: Click or tap here to enter text.

Store City/State: Click or tap here to enter text.

Shopping Center Name/Address: Click or tap here to enter text.

Request Date: Click or tap to enter a date.

Requestor Name/Email Address: Click or tap here to enter text.

Requestor Company: Click or tap here to enter text.

If consent request pertains to a proposed lease:

1. Proposed tenant entity name and domicile: Click or tap here to enter text. e.g., ABC, LLC, a Florida limited liability company
2. Proposed entity trade name: Click or tap here to enter text. e.g., ABC, LLC, d/b/a \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Requestor Relationship to Property and/or Burlington: Click or tap here to enter text.

Requestor Contact Information: Click or tap here to enter text.

If Burlington’s landlord is requesting a consent or waiver of lease restrictions provide the following:

Landlord entity name: Click or tap here to enter text.

Landlord address: Click or tap here to enter text.

Attention: Click or tap here to enter text.

Name of Landlord Signatory: Click or tap here to enter text.

Title of Landlord Signatory: Click or tap here to enter text.

Email address for Landlord Signatory: Click or tap here to enter text.

\*\*If your signatory is acceptable to executing via DocuSign, please provide the full name and email address of the signatory: Click or tap here to enter text.

Summary of Request: Click or tap here to enter text.

Key Details: Click or tap here to enter text.

Will Requestor accept a letter versus a document amendment? Click or tap here to enter text.

If yes, which document(s) (e.g. Lease, REA, Declaration, etc.)? Click or tap here to enter text.

If amendment is required, and other parties are required to execute, is Requestor prepared to obtain all needed signatures? Click or tap here to enter text.

**EACH ITEM YOU ARE REQUESTING CONSENT FOR MUST BE FILLED OUT**

EASEMENT REQUEST

What type of Easement? Utility/Access/Temporary/Permanent Click or tap here to enter text.

PROHIBITED USE

What is the prohibited use? Click or tap here to enter text.

What section of the document prohibits this use? Click or tap here to enter text.

What is the justification for allowing such prohibited use? Click or tap here to enter text.

WAIVER OF RESTRICTED OR EXCLUSIVE COVENANTS

What section of the document governs the PBA? Click or tap here to enter text.

What is the justification for allowing such change? Click or tap here to enter text.

CHANGE TO PROTECTED PARKING AREA

What section of the document governs Protected Parking Area? Click or tap here to enter text.

What is the justification for allowing such change? Click or tap here to enter text.

CHANGE TO PBA

What section of the document governs the PBA? Click or tap here to enter text.

What is the justification for allowing such change? Click or tap here to enter text.

BUILDING HEIGHT REQUIREMENT

What section of the document governs the building height? Click or tap here to enter text.

What is the justification for allowing such change? Click or tap here to enter text.

SITE PLAN APPROVAL OR MODIFICATION

What section of the document governs Burlington right/obligation to review plans? Click or tap here to enter text.

Do plans conform with ALL provisions in the document? Click or tap here to enter text.

 If no, what is justification for allowing such changes? Click or tap here to enter text.

OTHER Click or tap here to enter text.

What section of the document governs the PBA? Click or tap here to enter text.

What is the justification for allowing such change? Click or tap here to enter text.

**Return to :** ConsentsandWaivers@burlington.com

**Attachments required to be included electronically with this request:**

1. Current and proposed **LEGIBLE** plans electronically (.pdf) labeled with requested changes highlighted.
2. Site plan showing relationship of Requestor’s parcel to Burlington parcel with: (1) distance to the front of the Burlington entrance from the proposed Tenant entrance; (2) square footage of proposed Tenant; and (3) label the Burlington parcel and proposed Tenant parcel.
3. Existing documents(s) such as Declarations, ECR’s, lease provisions. Specify the applicable sections in the existing documents that need to be modified, amended or reviewed pertaining to request.
4. Proposed document(s) pertaining to request (must be provided electronically in Word format).
5. Contact information for Requestor and its professionals (e.g. engineer, surveyor, attorney, etc.)

**ONCE ALL DOCUMENTATION (TO INCLUDE ALL PLANS) IS RECEIVED, THE PACKAGE WILL THEN BE REVIEWED.**

\* Approval is not guaranteed. Any approval must be in writing. Burlington is not bound by any verbal or affirmative statements. Burlington will only be bound upon the unconditional delivery of a written approval, signed by a duly authorized Burlington employee. Burlington may require Requestor agree to pay for Burlington counsel and/or consultant review and documentation. Requestor shall be responsible for all governmental and/or third party application and review fees.\*