



Republic of the Philippines  
**Tourism Infrastructure & Enterprise Zone Authority**

18 May 2021

**MEMORANDUM**

**F O R**            The Resident Managers / Officers-In-Charge

**FROM**        The Assistant Chief Operating Officer  
                 Assets Management Sector

**SUBJECT**      **CONCESSIONAIRES RENTAL & POSSIBLE WAIVER**

You are hereby directed to meet and discuss with each concessionaire in your property about their rental arrears, their request for waiver of rentals – whether its grace period or deferred /delayed payment or outright waiver or non payment of rentals due to zero revenues, and their commitment to pay their monthly rentals once business normalize.

It is important that this be documented (with photos), and written commitments be executed by each concessionaire– in English or in vernacular.

As TIEZA is contemplating on what economic relief will be given as provided in the DTI circular no.20-29, what was agreed was all arrears must be paid first to qualify for the relief.

Please inform us also if you are aware of any government agency that has extended any economic relief to their lessees, and in what form. Please request for document /proof of their action for economic relief to concessionaires /lessees.

Please submit you reports /matrix on or before 31 May 2021.

For your compliance.

  
**JETRONICOLAS F. LOZADA**

Cc :            Manager, Operations Department