



SALES REPORTING FORM

Dear Tenant,

This correspondence is issued by Overstreet International Management, LLC, in its capacity as property manager for the landlord under the lease agreement governing the leased premises identified above.

As required under your lease agreement, tenants must report sales on a monthly, quarterly, or annual basis, as applicable. This notice serves as a request for submission of your sales figures for the applicable reporting period. Sales can be submitted through the online tenant portal by selecting "(TX/CA) Commercial – Sales Reporting" from the drop-down menu.

January: \$ _____

February \$ _____

March: \$ _____

April: \$ _____

May: \$ _____

June: \$ _____

July: \$ _____

August: \$ _____

September: \$ _____

October: \$ _____

November: \$ _____

December: \$ _____

I hereby certify that the above is true and correct.

TENANT: _____

By: _____

Title: _____

Date: _____