**COMMERCIAL LEASE APPLICATION**

1. **LANDLORD INFORMATION**.

|  |  |
| --- | --- |
| **Landlord/Lessor:** | [Name] |
| **Property Address:** | [Property Address] |
| **Square Feet (SF):** | Square feet] |
| **Property Name (if any):** | [Name] |

1. **THE BUSINESS**.

|  |  |
| --- | --- |
| **Business Name:** | [Name] |
| **Principal Office Address:** | [Address] |
| **Phone:**  | [Number] | **E-Mail Address:**  | [Email-Address] |
| **Type of Entity:** |  |
| [ ]  LLC | [ ]  Corporation | [ ]  Partnership | [ ]  Other: [Other] |
| **State of Incorporation:** | [State of Incorporation] |
| **Federal TAX ID Number (FEIN):** | [Number] |
| **Business Type:** (e.g. “pharmacy”, “convenience store”, etc.) | [Business Type] |

1. **TENANT INFORMATION**.

|  |  |
| --- | --- |
| **1st Owner / Principal:** | [Name] |
| **Ownership Percentage:** | [Percentage] |
| **Title:** |
| [ ]  President | [ ]  CEO | [ ]  Vice President | [ ]  Other; [Other] |
| **Driver’s License Number:** | [Number] | **State:** | [State] |
| **Issued Date:** | [Date] | **Expiration Date:**  | [Date] |
| **Social Security Number (SSN):** | [Number] |

|  |  |
| --- | --- |
| **2nd** **Owner / Principal:** | [Name] |
| **Ownership Percentage:** | [Percentage] |
| **Title:** |
| [ ]  President | [ ]  CEO | [ ]  Vice President | [ ]  Other; [Other] |
| **Driver’s License Number:** | [Number] | **State:** | [State] |
| **Issued Date:** | [Date] | **Expiration Date:**  | [Date] |
| **Social Security Number (SSN):** | [Number] |

1. **LEASE GUARANTEE**.

|  |
| --- |
| **Name(s) of the Person(s) that will Guarantee the Lease:** |
| **Person 1:** | [Name] |
| **Person 2:** | [Name] |

1. **RENTAL HISTORY**.

|  |  |
| --- | --- |
| Present Address: | [Address] |
| Cost: [Amount] / Month |
| [ ]  Rent | [ ]  Own | [ ]  Other: [Other] |
| If Renting, Name of Landlord: | [Name of landlord] |
| Phone: | [Number] |

|  |  |
| --- | --- |
| Previous Address: | [Address] |
| Cost: [Amount] / Month |
| [ ]  Rent | [ ]  Own | [ ]  Other: [Other] |
| If Renting, Name of Landlord: | [Name of landlord] |
| Phone: | [Number] |

|  |  |
| --- | --- |
| Previous Address: | [Address] |
| Cost: [Amount] / Month |
| [ ]  Rent | [ ]  Own | [ ]  Other: [Other] |
| If Renting, Name of Landlord: | [Name of landlord] |
| Phone: | [Number] |

1. **CREDIT REFERENCE**. (Former Landlord, Bank, Vendor, etc. – NO friends/family)

|  |
| --- |
| **1st Reference:** |
| **Name:** | [Name] |
| **Address:** | [Address] |
| **Phone:** | [Number] | **E-Mail Address:** | [Email-Address] |

|  |
| --- |
| **2nd Reference:** |
| **Name:** | [Name] |
| **Address:** | [Address] |
| **Phone:** | [Number] | **E-Mail Address:** | [Email-Address] |

|  |
| --- |
| **3rd Reference:** |
| **Name:** | [Name] |
| **Address:** | [Address] |
| **Phone:** | [Number] | **E-Mail Address:** | [Email-Address] |

1. **CURRENT MONTHLY REVENUE**.

|  |  |
| --- | --- |
| Gross Revenue: | $ [Amount] |
| Total Expenses: | $ [Amount] |

1. **CURRENT ASSETS**.

|  |  |
| --- | --- |
| Cash on Hand & in Banks | $ [Amount] |
| Savings Accounts | $ [Amount] |
| IRA/Retirement Accounts | $ [Amount] |
| Accounts Receivable | $ [Amount] |
| Insurance Cash Surrender | $ [Amount] |
| Stocks & Bonds | $ [Amount] |
| Real Estate | $ [Amount] |
| Vehicles | $ [Amount] |
| Other Personal Property | $ [Amount] |
| Other | $ [Amount] |
| Other | $ [Amount] |
| Other | $ [Amount] |
| **TOTAL ASSETS** | $ [Amount] |

1. **CURRENT LIABILITIES**.

|  |  |
| --- | --- |
| Accounts Payable | $ [Amount] |
| Notes Payable to Banks | $ [Amount] |
| Auto Payments | $ [Amount] |
| Other Installment Accounts | $ [Amount] |
| Loans on Life Insurance  | $ [Amount] |
| Mortgages on Real Estate | $ [Amount] |
| Unpaid Taxes | $ [Amount] |
| Other | $ [Amount] |
| Other | $ [Amount] |
| Other | $ [Amount] |
| **TOTAL LIABILITIES**  | $ [Amount] |

1. **BANKING REFERENCES**.

|  |  |
| --- | --- |
| **1st Account Bank Name** | [Bank Name] |
| **Bank Address** | [Address] |
| **Phone** | [Number] |
| **Account Number** | [Number] |
| **Type** | [ ]  Checking | [ ]  Savings |

|  |  |
| --- | --- |
| **2nd Account Bank Name** | [Bank Name] |
| **Bank Address** | [Address] |
| **Phone** | [Number] |
| **Account Number** | [Number] |
| **Type** | [ ]  Checking | [ ]  Savings |

1. **CONSENT**.

I/We, [Name], the undersigned applicant(s) authorize the Landlord, [landlord Name], or his/her/their agent to order and review my/our credit and criminal history and investigate the accuracy of the information contained in the application. I/We further authorize all banks, employers, creditors, credit card companies, references, and any and all other persons to provide to Landlord any and all information concerning my/our credit.

|  |  |  |
| --- | --- | --- |
| [Signature] |  | [Date] |
| **Tenant Signature** |  | **Date** |

|  |  |  |
| --- | --- | --- |
| [Signature] |  | [Date] |
| **Tenant Signature** |  | **Date** |