



# COMMERCIAL LEASE APPLICATION

## I. THE LANDLORD.

Landlord/Lessor: \_\_\_\_\_ Date: \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Square Feet (SF): \_\_\_\_\_ Property Name (if any): \_\_\_\_\_

## II. TENANT'S BUSINESS.

Business Name: \_\_\_\_\_  
Principal Office Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_  
Type of Entity:  - LLC;  - Corporation;  - Partnership;  - Sole Proprietorship;  
 - Other \_\_\_\_\_  
State of Incorporation: \_\_\_\_\_  
Federal TAX ID Number (FEIN): \_\_\_\_\_  
Business Type: \_\_\_\_\_  
(e.g. "tax consulting", "law office", etc.)

## III. THE TENANT'S OWNERSHIP.

Owner/Principal: \_\_\_\_\_  
Ownership Percentage: \_\_\_\_\_ %  
Title:  - President  - CEO  - Vice President  - Other \_\_\_\_\_  
Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_  
Issued Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
Social Security Number (SSN): \_\_\_\_\_

2<sup>nd</sup> Owner/Principal: \_\_\_\_\_  
Ownership Percentage: \_\_\_\_\_ %  
Title:  - President  - CEO  - Vice President  - Other \_\_\_\_\_  
Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_  
Issued Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
Social Security Number (SSN): \_\_\_\_\_

3<sup>rd</sup> Owner/Principal: \_\_\_\_\_  
Ownership Percentage: \_\_\_\_\_ %  
Title:  - President  - CEO  - Vice President  - Other \_\_\_\_\_  
Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_  
Issued Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_  
Social Security Number (SSN): \_\_\_\_\_

**IV. LEASE GUARANTEE.**

Name(s) of the Person(s) that will Guarantee the Lease:

Person 1: \_\_\_\_\_

Person 2: \_\_\_\_\_

**V. RENTAL HISTORY.**

Present Address: \_\_\_\_\_;

Rent: \$ \_\_\_\_\_ / Month;

Rent Period (month/year through (month/year) \_\_\_\_\_ through \_\_\_\_\_;

Name of Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_.

1<sup>st</sup> Previous Address: \_\_\_\_\_;

Rent: \$ \_\_\_\_\_ / Month;

Rent Period (month/year through (month/year) \_\_\_\_\_ through \_\_\_\_\_;

Name of Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_.

2<sup>nd</sup> Previous Address: \_\_\_\_\_;

Rent: \$ \_\_\_\_\_ / Month;

Rent Period (month/year through (month/year) \_\_\_\_\_ through \_\_\_\_\_;

Name of Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_.

**VI. CREDIT REFERENCE.** (Former Landlord, Bank, Vendor, etc.)

1<sup>st</sup> Reference: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

2<sup>nd</sup> Reference: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

3<sup>rd</sup> Reference: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

**VII. CURRENT MONTHLY REVENUE.**

Gross Revenue: \$ \_\_\_\_\_ Total Expenses: \$ \_\_\_\_\_

**VIII. CURRENT ASSETS.**

Cash on Hand & in Banks \$ \_\_\_\_\_

Savings Accounts \$ \_\_\_\_\_

IRA/Retirement Accounts \$ \_\_\_\_\_

Accounts Receivable \$ \_\_\_\_\_

Insurance Cash Surrender \$ \_\_\_\_\_

Stocks & Bonds \$ \_\_\_\_\_  
Real Estate \$ \_\_\_\_\_  
Vehicles \$ \_\_\_\_\_  
Other Personal Property \$ \_\_\_\_\_  
Other \_\_\_\_\_ \$ \_\_\_\_\_  
Other \_\_\_\_\_ \$ \_\_\_\_\_  
Other \_\_\_\_\_ \$ \_\_\_\_\_

Total Assets: \$ \_\_\_\_\_

**IX. CURRENT LIABILITIES.**

Accounts Payable \$ \_\_\_\_\_  
Notes Payable to Banks \$ \_\_\_\_\_  
Auto Payments \$ \_\_\_\_\_  
Other Installment Accounts \$ \_\_\_\_\_  
Loans on Life Insurance \$ \_\_\_\_\_  
Mortgages on Real Estate \$ \_\_\_\_\_  
Unpaid Taxes \$ \_\_\_\_\_  
Other Liabilities \_\_\_\_\_ \$ \_\_\_\_\_  
Other Liabilities \_\_\_\_\_ \$ \_\_\_\_\_  
Other Liabilities \_\_\_\_\_ \$ \_\_\_\_\_

Total Liabilities \$ \_\_\_\_\_

**X. BANKING REFERENCES.**

1<sup>st</sup> Account Bank Name \_\_\_\_\_ Phone \_\_\_\_\_  
Bank Address \_\_\_\_\_  
Account Number \_\_\_\_\_ Type  - Checking  - Savings

2<sup>nd</sup> Account Bank Name \_\_\_\_\_ Phone \_\_\_\_\_  
Bank Address \_\_\_\_\_  
Account Number \_\_\_\_\_ Type  - Checking  - Savings

**XI. CONSENT.**

I/We, \_\_\_\_\_, the undersigned applicant(s) authorize the Landlord, \_\_\_\_\_, 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.

Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_

Tenant Signature \_\_\_\_\_ Date \_\_\_\_\_