

CREDIT APPLICATION

To be completed by the **primary signatory** and, if applicable, by a principal, officer, partner, shareholder, or manager of the Company intending to execute the Lease.

(Please attach audited financial statements or federal tax returns from the last two years.)

Personal Information

Name: _____ Day Time Phone: _____

Home Address: _____ Cell Telephone #: _____

Home Telephone #: _____ Web Address _____

State of Driver's License: _____ Driver's License #: _____

Social Security #: _____ Date of Birth: _____

Banking Reference: _____
[Name of Banking Institution] Address

Account # _____ Phone # _____

Fax # _____

1. Have you ever filed or do you intend to file for bankruptcy? Yes ___ When _____ No ___
2. Are you presently a party to any suit or legal action? Yes _____ No _____
3. Have you ever been indicted or convicted of a crime? Yes _____ No _____
4. Have you ever been the subject of a disciplinary proceeding concerning a professional license, professional accreditation or professional certification which resulted in said license, accreditation or certification being subject to censure or revocation? Yes _____ No _____
5. Do you have any outstanding judgments, contingent liabilities or tax liens of a significant nature? Yes _____ No _____
6. Have you ever defaulted on a previous office, industrial or retail lease? Yes _____ No _____
7. Have you ever had eviction proceedings brought against you? Yes _____ No _____

If you answered "Yes" to any of the above questions, please explain in detail _____

Company Information

Name of Company: _____

Present Address: _____

Telephone #: _____

Web Site/Email Address: _____

State of Registration: _____ Date of Incorporation/Organization: _____ Tax I.D.# _____

Company Structure

Corporation _____ /General Partnership _____ /Limited Liability Partnership _____

Limited Liability Company _____ /Sole Proprietorship _____ /Other _____

General Information

Who will sign the Lease? Name: _____ Title: _____

Type of Business: _____ Dun & Bradstreet #: _____

Number of Employees: _____ Years in Business: _____

Size of Current Office Space (Sq. Ft.): _____ Current Rent Per Month: _____

Reference Information

LANDLORD

Name of Present Landlord: _____ Contact: _____

Address: _____

Telephone #: _____ Fax #: _____

Number of Years at this Address: _____ Years/ _____ Months/May We Contact? _____

BANK

Bank Name: _____

Address: _____

Account # (s): _____ Account Officer(s): _____

Telephone #: _____ Fax #: _____

TRADE (List Three)

1) Company Name: _____ Contact: _____

Address: _____

Telephone #: _____ Fax #: _____

2) Company Name: _____ Contact: _____

Address: _____

Telephone #: _____ Fax #: _____

3) Company Name: _____ Contact: _____

Address: _____

Telephone #: _____ Fax #: _____

Legal

1. Has your Company or an affiliate (common shareholders, officers, partners, owners, or directors) ever filed for or does intend to file for bankruptcy? Yes _____ No _____
2. Is your Company, or an affiliate, a defendant in any suits or legal action? Yes _____ No _____
3. Does your Company, or an affiliate, have any outstanding judgements, contingent liabilities, or tax liens of a significant nature? Yes _____ No _____
4. Has your Company, or an affiliate, ever defaulted on a previous office, industrial or retail Lease? Yes _____ No _____
5. Has an eviction proceeding ever been commenced against your Company? Yes _____ No _____

If you answered "Yes" to any of the above questions, please explain: _____

Financial Statement

Date of Evaluation _____

List in whole dollars, no cents, list details below

Assets

Liabilities

Cash \$ _____ Bank _____

Accounts payable \$ _____

Real Estate \$ _____

Installment loans \$ _____

Stocks, Bonds \$ _____

Notes payable \$ _____

Life Insurance cash value \$ _____

Income tax payable \$ _____

Notes, mortgages owned \$ _____

Other tax payable \$ _____

Marketable investment \$ _____

Real estate mortgages \$ _____

Partnership Capital \$ _____

Other notes outstanding \$ _____

Receivables \$ _____

Other loans \$ _____

Personal Property \$ _____

Notes cosigned for \$ _____

Other assets \$ _____

Other liabilities \$ _____

***Total Assets \$ _____**

***Total Liabilities \$ _____**

Net worth (*Assets less *Liabilities) _____

List assets and liabilities and their amounts below; continue on separate page if needed.

Verification/ Authorization

I certify that all information on this statement and any attachments hereto represents the current and continuing financial condition of the Individual named on Page 1 hereof, and of the Company named on Page 2 hereof, in a true, accurate and complete manner to the best of my knowledge, information and belief. **I authorize the Landlord, its agents, affiliates, consultants, and/or other assigns, to investigate any and all sources of credit information and to seek information from credit bureaus and agencies.**

Signature: _____ Date: _____

Printed Name: _____ Title: _____