

Office Use Only

Date: _____
Property Address: _____

Notes: _____

APPLICATION FOR LEASE

MAIL HARD COPY BACK TO:

**YOUR NAME, TITLE
COMPANY
ADDRESS**

**SEND BACK TO: (YOUR NAME) WHEN COMPLETE: YOUR@EMAIL.COM
(555) 555-5555**

PART I: Lessee Information (Please type or print clearly.)

A. Business Name _____
DBA _____ Business Phone (____) _____ Business Fax (____) _____
Cell Phone (____) _____ for _____
Cell Phone (____) _____ for _____
Web Site _____ E-Mail _____

B. Legal Entity: () Individual/Sole Proprietor () Corporation () Partnership-General or Limited () LLC

PART II: Officer/Partner/Owner Information

Full Name (First) _____ Mi _____ Last _____ Position _____

Social Security Number _____ Driver's License # _____ Date of Birth _____ Home Phone _____

Home Address _____ Apt/Suite _____ City _____ State _____ Zip _____ Own or Rent? _____

Full Name (First) _____ Mi _____ Last _____ Position _____

Social Security Number _____ Driver's License # _____ Date of Birth _____ Home Phone _____

Home Address _____ Apt/Suite _____ City _____ State _____ Zip _____ Own or Rent? _____

A. State Incorporated _____ B. Date Business Established _____ C. # Of Employees _____

D. Federal Tax I.D.# _____ E. Is Corporation publicly or privately held? _____

F. Nature of Business and exact proposed use of Premises _____

G. Who is authorized (Position) to execute this Lease? Note: Corporation requires two (2) Officers

(1) _____ (2) _____

PART III: Parent Company

Name and address of parent company (if different) _____ Phone _____

PART IV: Business Address

Current Address _____
Street _____ City _____ State _____ Zip _____

Landlord Name _____ Contact Name (if different) _____

Landlord Phone _____ Length of Occupancy _____

Square Footage Occupied _____ Monthly Lease Amount _____ Okay to Contact Owner? _____

Reason For Moving _____