

# COMMERCIAL LEASE APPLICATION

## JMJ Property Management

*A separate application is required for each applicant*

\*Please include the following information with application:

1. 2 years personal bank statements
2. 2 years corporate bank statements
3. 2 years personal tax returns
4. 2 years corporate tax returns
5. Application fee: **\$200**

**\*Please submit all the above information in a single PDF or Zip file**

### I. THE LANDLORD.

Landlord/Lessor: \_\_\_\_\_ Date: \_\_\_\_\_

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

Square Feet (SF): \_\_\_\_\_ Property Name (if any): \_\_\_\_\_

### II. THE BUSINESS.

Business Name: \_\_\_\_\_

Principal Office Address: \_\_\_\_\_

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

Type of Entity:  - LLC  - Corporation  - Partnership  - Other \_\_\_\_\_

State of Incorporation: \_\_\_\_\_



Federal TAX ID Number (FEIN): \_\_\_\_\_

Business Type: \_\_\_\_\_ (e.g. "pharmacy", "convenience store", etc.)

### III. THE TENANT.

Owner/Principal: \_\_\_\_\_

Ownership Percentage: \_\_\_\_\_ %

Title:  - President  - CEO  - Vice President  - Other \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_

Issued Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Social Security Number (SSN): \_\_\_\_\_

Email \_\_\_\_\_

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): \_\_\_\_\_

Email \_\_\_\_\_



**IV. LEASE GUARANTEE.**

\*Name(s) of the Person(s) that will Guarantee the Lease

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

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

\* Please note: Each guarantor must sign the lease

**V. CORPORATE RENTAL HISTORY**

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

Rent: \$ \_\_\_\_\_ / Month  - Rent  - Own  - Other \_\_\_\_\_

If Renting, Name of Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

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

Rent: \$ \_\_\_\_\_ / Month  - Rent  - Own  - Other \_\_\_\_\_

If Rented, Name of Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

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

Rent: \$ \_\_\_\_\_ / Month  - Rent  - Own  - Other \_\_\_\_\_

If Rented, Name of Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_



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

**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 \_\_\_\_\_

