

BUSINESS APPLICANT SCREENING CHARGE RECEIPT

Check # _____ \$ 100.00 per Applicant

Cash _____

Rec. # _____ \$ _____ Total Due

Applicant Screening Charge means any non-refundable payment of money charged by Harrison & Lear Inc., Realtors of a prospective tenant prior to entering into a Lease Agreement for a commercial unit. The purpose of the fee payment is to process an application for a Lease Agreement with Harrison & Lear Inc., Realtors agent for owners.

I/We have read, understand and have had any questions answered regarding the above information and that I am an authorized individual to request a credit check as for this partnership, corporation or sole proprietorship:

Signed _____ Date _____

Signed _____ Date _____

I hereby acknowledge the receipt of the applicant screening charge:

Harrison & Lear Inc., Realtors Date

Applying for space at: _____

Shopping Center / Office Building: _____

Street Address: _____

Application to Lease Commercial Property

Please Print

Trade Name: _____

Firm is a: _____ Sole Proprietorship _____ Partnership _____ Corporation

If a partnership or corporation, give partnership or corporation name: _____

If a corporation, state of incorporation: _____ Name of registered agent: _____

Type of business or service: _____

How long in business: _____ months / years Firm's Federal Tax I.D. No. _____

Gross receipts of business for last full year ending _____ 20____: \$ _____

Headquarters / Principal Business Address: _____

City: _____ State: _____ Zip: _____

Mailing address (*if different from above*): _____

Business Phone: _____

Information on all individual owners / partners / principals / officers of firm:

1. Name: _____ Social Security No. _____ DOB: _____

Relationship: _____ Officer _____ Owner _____ Partner _____ Other: _____

Residence: Street: _____ City: _____ State: _____ Zip: _____

Home Phone No. _(____)_____ Home is: _____ Rented _____ Owned How long at this address _____ months/years

Employed by: Company : _____ Position _____

Supervisor: _____ Supervisor's Phone _(____)_____

How long employed: _____ months / years (If less than 3 years, list prior employment on attached sheet of paper)

Total monthly income: _\$ _____

2. If more than one owner / principal / officer, check here _____ and provide the information from item 1 above for each person on an attached sheet of paper.

If you currently lease any other business sites, please list the ones closest to / most similar to the site you are applying to lease:

1. Trade name: _____

Shopping Center / Office Building name: _____

City _____ State _____

No. of Square Feet Leased _____ How long leased _____ months/years

Name of owner of space, or broker _____

Owner / Agent / Contact Name _____ Phone No. _(____)_____

2. Trade name: _____

Shopping Center / Office Building name: _____

City _____ State _____

No. of Square Feet Leased _____ How long leased _____ months/years

Name of owner of space, or broker _____

Owner / Agent / Contact Name _____ Phone No. _(____)_____

If you do not lease any sites, but you own another site, please identify a site closest to / most similar to the proposed lease site:

Trade Name: _____

Street _____ City _____ State _____ Zip _____

No. of Square Feet: _____ How long owned: _____ months / years

Principal Bank Reference

Bank _____ Branch _____

Contact _____ Phone No. _(_____)_____

Account Relationship: ☐ Checking ☐ Savings ☐ Mortgage Loan ☐ Line of Credit

Other Credit References:

1. Company _____ How Long: _____

Address of local branch dealt with: _____

Contact: _____ Phone No. _(_____)_____

2. Company _____ How Long: _____

Address of local branch dealt with: _____

Contact: _____ Phone No. _(_____)_____

3. Company _____ How Long: _____

Address of local branch dealt with: _____

Contact: _____ Phone No. _(_____)_____

Bankruptcy:

Has the applicant, or any owner / partner / officer or principal, ever been declared or judged bankrupt under any bankruptcy laws:

☐ Yes ☐ No If yes, please provide details on an attached sheet of paper.

I certify that the above information is accurate and correct. I certify that I am authorized by every owner / principal partner / officer listed above, and by the firm applying to lease space through Harrison & Lear Inc. to authorize, Harrison & Lear Inc to seek any information it reasonably deems necessary from any employer, landlord, real estate firm, bank or supplier identified above as well as from any agency which reports credit for the purposes of determining the credit-worthiness of the applicant / all owners / etc. for purposes of leasing space.

Signed _____ Date _____

Signed _____ Date _____