

# COMMERCIAL LEASE APPLICATION FORM

## LEASE INFORMATION (TO BE COMPLETED BY LEASING AGENT)

SPACE ADDRESS: \_\_\_\_\_ PROJECT: \_\_\_\_\_  
APPROX. SQ.FT.: \_\_\_\_\_ BUSINESS NAME: \_\_\_\_\_  
RENT: \$ \_\_\_\_\_ /MO.(%) \_\_\_\_\_ /S.F. BUSINESS TYPE: \_\_\_\_\_

## PERSONAL

NAME: \_\_\_\_\_ MARTIAL STATUS: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ SPOUSE: \_\_\_\_\_  
CITY/STATE/ZIP: \_\_\_\_\_ SPOUSE'S SSN#: \_\_\_\_\_  
HOME PHONE #: \_\_\_\_\_ BUS PHONE #: \_\_\_\_\_ SPOUSE'S BIRTHDATE: \_\_\_\_\_  
SSN #: \_\_\_\_\_ BIRTHDATE: \_\_\_\_\_ SPOUSE'S PHONE #: \_\_\_\_\_  
MOTHER'S NAME: \_\_\_\_\_ DEPENDENTS: \_\_\_\_\_

## EMPLOYMENT

CURRENT EMPLOYMENT: \_\_\_\_\_ PREVIOUS EMPLOYER: \_\_\_\_\_  
\_\_\_\_\_  
ADDRESS: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
PHONE #: \_\_\_\_\_ PHONE #: \_\_\_\_\_  
EMPLOYED FROM: \_\_\_\_\_ TO \_\_\_\_\_ EMPLOYED FROM: \_\_\_\_\_ TO \_\_\_\_\_  
SALARY: \_\_\_\_\_ SALARY: \_\_\_\_\_

## SCHEDULE OF INCOME

ANNUAL AMOUNT RECEIVED FROM: \$ \_\_\_\_\_  
SALARIES, WAGES, & PROFESSIONAL PRACTICE \$ \_\_\_\_\_  
RENTAL INCOME \$ \_\_\_\_\_  
INVESTMENTS, STOCKS & BONDS, INSURANCE \$ \_\_\_\_\_  
OIL & GAS \$ \_\_\_\_\_  
TOTAL GROSS INCOME: \$ \_\_\_\_\_

## FINANCIAL ASSETS

CASH ON HAND/IN BANK: \$ \_\_\_\_\_  
NOTES DUE ME: \$ \_\_\_\_\_  
ACCTS DUE ME (COLLECTIBLE): \$ \_\_\_\_\_  
MARKETABLE STOCKS & BONDS: \$ \_\_\_\_\_  
(COMPLETE SCHEDULE BELOW)  
CASH VALUE OF LIFE INS.: \$ \_\_\_\_\_  
(COMPLETE SCHEDULE BELOW)  
OTHER CURRENT ASSETS: \_\_\_\_\_

## LIABILITIES

NOTES PAYABLE TO BANKS: \$ \_\_\_\_\_  
NOTES PAYABLE TO OTHERS: \$ \_\_\_\_\_  
OPEN ACCTS PAYABLE: \$ \_\_\_\_\_  
OTHER CURRENT LIABILITIES: \$ \_\_\_\_\_  
CHATTEL MORTGAGES \$ \_\_\_\_\_  
(LESS THAN ONE (1) YEAR)

CURRENT ASSETS: \_\_\_\_\_

CURRENT LIABILITIES: \_\_\_\_\_

NON-MARKETABLE STOCKS & BONDS  
(COMPLETE SCHEDULE BELOW) \$ \_\_\_\_\_

REAL ESTATE MORTGAGE PAYABLE:

ACCTS & NOTES DUE (QUESTIONABLE) \$ \_\_\_\_\_

CHATTEL MORTGAGE PAYABLE:  
(OVER 1 YR)

MACHINERY & EQUIPMENT: \$ \_\_\_\_\_

FURNITURE & FIXTURES: \$ \_\_\_\_\_

REAL ESTATE: \$ \_\_\_\_\_  
(COMPLETE SCHEDULE BELOW)

## OTHER ASSETS:

OTHER LIABILITIES:

\$ _____	_____	\$ _____
\$ _____	_____	\$ _____
\$ _____	_____	\$ _____

TOTAL ASSETS: \$ \_\_\_\_\_

TOTAL LIABILITIES: \$ \_\_\_\_\_

NET WORTH: \$ \_\_\_\_\_

**BUSINESS BACKGROUND**

LIST BUSINESS VENTURES OWNED, OPERATED AND/OR STOCK HELD

DATES	NAME	TYPE	FAIR MKT VALUE OF INTEREST HELD
1. _____			
2. _____			
3. _____			

**CREDIT**

COMPANY NAME	COMPANY PHONE	ACCOUNT OPENED	DATE	CURRENT BALANCE	PAYMENTS PER MONTH
1. _____					
2. _____					
3. _____					

**BANK ACCOUNTS**

BANK NAME	DATE OPENED	TYPE OF ACCT	CURRENT BALANCE
1. _____			
2. _____			
3. _____			

**SCHEDULE OF LIFE INSURANCE POLICIES**

INSURED	COMPANY	FACE VALUE	CASH VALUE	INCOME	BENEFICIARY
1. _____					
2. _____					
3. _____					

**SCHEDULE OF REAL ESTATE OWNED**

LOCATION	TYPE	INSURED AMT.	MKT VALUE	MORTGAGE	PAYMENTS
1. _____					
2. _____					
3. _____					

**SCHEDULE OF STOCKS & BONDS OWNED**

# SHARES	NAME OF CORP.	KIND/CLASS	COST	MKT VALUE
1. _____				
2. _____				
3. _____				

**GENERAL INFORMATION**

EVER TAKEN BANKRUPTCY? \_\_\_\_\_ IF YES, EXPLAIN: \_\_\_\_\_

EVER BEEN EVICTED? \_\_\_\_\_ IF YES, EXPLAIN: \_\_\_\_\_

EVER BEEN ASKED TO VACATE? \_\_\_\_\_ IF YES, EXPLAIN: \_\_\_\_\_

EVER BREACHED A LEASE AGREEMENT OR BEEN PLACED IN DEFAULT? \_\_\_\_\_ IF YES, EXPLAIN: \_\_\_\_\_

**REFERENCES**

**NAME**

**PHONE #**

BANK REFERENCE: \_\_\_\_\_

CREDIT REFERENCE: \_\_\_\_\_

BUSINESS REFERENCE: \_\_\_\_\_

PREVIOUS LANDLORD: \_\_\_\_\_

CERTIFIED PUBLIC ACCOUNT: \_\_\_\_\_

FRIEND OR RELATIVE IN OKLAHOMA CITY: \_\_\_\_\_

I HEREBY AFFIRM THAT THE INFORMATION AND REPRESENTATIONS MADE IN THIS STATEMENT ARE A TRUE AND ACCURATE ACCOUNT OF MY FINANCIAL CONDITION AS OF THIS DATE AND THAT SUCH INFORMATION AND REPRESENTATIONS ARE MATERIAL INDUCEMENTS FOR THE PROPOSED LEASE AS REFERENCED ABOVE. I UNDERSTAND THAT THE PROPOSED LESSOR IS RELYING ON THE STATEMENTS MADE HEREIN ENTERING INTO SUCH A LEASE WITH ME. I AUTHORIZE THE PERSONS LISTED IN THE REFERENCE SECTION ABOVE TO RELEASE ANY AND ALL INFORMATION IN THEIR POSSESSION RELATING TO MY FINANCES TO PROPOSED LESSOR OR THEIR AGENT. I AGREE THAT A PHOTOGRAPHIC COPY OF THE JUST-MENTIONED AUTHORIZATION SHALL BE AS VALID AS THE ORIGINAL.

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_