

## APPLICATION FOR COMMERCIAL LEASE

**Business Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Individual
                         
  Corporation
                         
  Partnership

**Type of Business:** \_\_\_\_\_

**Emergency Contact:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Startup / Second Location:** \_\_\_\_\_

**Present Business Address:** \_\_\_\_\_

**City / State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Present Business Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Present Landlord:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Individual's Name:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**City / State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **TDL #:** \_\_\_\_\_

**Social Security Number:** \_\_\_\_\_ **Birthdate:** \_\_\_\_\_

**Name of Bank:** \_\_\_\_\_ **Account #:** \_\_\_\_\_

**Bank Officer:** \_\_\_\_\_

**Bank Officer's Phone #:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**CREDIT REFERENCES:**

**1.** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**2.** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**3.** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Number of Employees	Days of Operation	Hours of Operation

**PLEASE INCLUDE THE FOLLOWING:**

1. Financial Statements (Personal & Corporate)
2. Corporate Resolution (If Applicable)
3. Past Two (2) Years Tax Returns

\_\_\_\_\_ **Applicant's Signature** (Signature indicates approval for credit check) \_\_\_\_\_ **Date**



TEXAS ASSOCIATION OF REALTORS®

**AUTHORIZATION TO RELEASE INFORMATION  
RELATED TO A RESIDENTIAL LEASE APPLICANT**

USE OF THIS FORM BY PERSONS WHO ARE NOT MEMBERS OF THE TEXAS ASSOCIATION OF REALTORS® IS NOT AUTHORIZED.

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I, \_\_\_\_\_ (Applicant), have submitted an application  
to lease a property located at \_\_\_\_\_  
\_\_\_\_\_ (address, city, state, zip).

The landlord, broker, or landlord's representative who will verify information in the application is:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (phone) \_\_\_\_\_  
\_\_\_\_\_ (e-mail)

I give my permission:

- (1) to my current and former employers to release any information about my employment history and income history to the above-named person;
- (2) to my current and former landlords to release any information about my rental history to the above-named person;
- (3) to my current and former mortgage lenders on property that I own or have owned to release any information about my mortgage payment history to the above-named person;
- (4) to my bank, savings and loan, or credit union to provide a verification of funds that I have on deposit to the above-named person; and
- (5) to the above-named person to obtain a copy of my consumer report (credit report) from any consumer reporting agency and to obtain criminal background information about me.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date



## PERSONAL FINANCIAL STATEMENT

Name: \_\_\_\_\_ To: \_\_\_\_\_  
 Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Business or Occupation \_\_\_\_\_  
 Partner of Officer in any other venture \_\_\_\_\_  
 Are any assets pledged? \_\_\_\_\_  
 Have you ever made a composition settlement or taken bankruptcy? Explain \_\_\_\_\_

ASSETS		LIABILITIES AND NET WORTH	
Cash on Hand and in Banks (Schedule 1)	\$	Notes Payable to Banks – Secured (Schedule 1)	\$
U.S. Government Securities	\$	Notes Payable to Banks – Unsecured (Schedule 1)	\$
Accounts, Loans and Notes Receivable (Schedule 2)	\$	Notes Payable to Relatives	\$
Cash Surrender Value Life Insurance (Schedule 3)	\$	Accounts and Notes Payable to Others	\$
Other Stocks and Bonds (Schedule 4)	\$	Rents and Interest Due	\$
Real Estate (Schedule 5)	\$	Taxes Due (Schedule 5)	\$
Automobiles – Number	\$	Liens on Real Estate (Schedule 5)	\$
Other Assets (Itemize)	\$	Other Liabilities (Itemize)	\$
	\$		\$
	\$		\$
	\$	<b>TOTAL LIABILITIES</b>	\$
	\$	<b>NET WORTH</b>	\$
<b>TOTAL ASSETS</b>	<b>\$</b>	<b>TOTAL LIABILITIES AND NET WORTH</b>	<b>\$</b>

INCOME		CONTINGENT LIABILITIES	
Salary	\$	As Endorser or Co-Maker	\$
Bonus and Commissions	\$	On Leases or Contracts	\$
Dividends and Interest	\$	Legal Claims	\$
Real Estate Income	\$	Provision for Federal Income Tax	\$
	\$	Other Special Debt	\$
	\$		\$
<b>TOTAL INCOME</b>	<b>\$</b>		<b>\$</b>

INSURANCE COVERAGE		COMPARISON OF MONTHLY INCOME & EXPENSES	
Fire Insurance - Buildings	\$	Net Monthly Income	\$
Fire Insurance – Household Effects & Automobiles	\$	Rent or Home Payment	\$
Fire Insurance – Liability Insurance – Automobiles	\$	Food and Utilities	\$
Fire Insurance – Personal	\$	Incidentals	\$
Fire Insurance – General Public	\$	Average Amount Paid on Open Accounts	\$
Other Insurance	\$	<b>TOTAL EXPENSES</b>	<b>\$</b>
	\$	<b>DIFFERENCE BETWEEN INCOME &amp; EXPENSES</b>	<b>\$</b>

## SCHEDULES

### NO 1. BANKING RELATIONS (A LIST OF ALL MY BANK SAVINGS AND LOAN ACCOUNTS)

Name and Location	Cash Balance	Amount of Loan	Maturity of Loan	Federal, Guaranteed or Serviced
	\$	\$		
	\$	\$		
	\$	\$		
	\$	\$		
	\$	\$		

### NO 2. ACCOUNTS, LOANS AND NOTES RECEIVABLE (A LIST OF THE LARGEST AMOUNTS OWING TO ME)

Name/Address of Debtor	Amount Owning	Age of Debt	Description of Debt	Description of Security	Date Payment Expected
	\$				
	\$				
	\$				
	\$				

### NO 3. LIFE INSURANCE

Name of Person Insured	Name of Beneficiary	Name of Insurance Co.	Type of Policy	Face Amount of Policy	Total Cash Surrender \$	Total Against Policy	Annual Premium	Is Policy Assigned?
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	

### NO 4. OTHER STOCKS AND BONDS

Face Value Bonds No. Stock Shares	Description of Security	Registered In Name Of	Cost	Present Market Value	Income Received Last Year	If Pledged, State to Whom
			\$	\$	\$	
			\$	\$	\$	
			\$	\$	\$	
			\$	\$	\$	
			\$	\$	\$	

### NO 5. REAL ESTATE

Description or Street No.	Dimensions of Acres	Improvements Consist Of	Mortgages or Liens	Due Dates and Amount of Payments	Assessed Value	Present Market Value	Unpaid Taxes Year	Unpaid Taxes Amount
			\$	\$	\$	\$		\$
			\$	\$	\$	\$		\$
			\$	\$	\$	\$		\$
			\$	\$	\$	\$		\$
			\$	\$	\$	\$		\$

The undersigned certifies that the information inserted on these documents have been carefully read and is true and correct.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_