



‘Real Estate Specialists’

Commercial Lease Application

Personal Information					
Applicant					
Last Name	First Name	M.I.	SS#	Driver's License #	DOB
Phone #	Cell #		Work #	e-mail Address	
Co Applicant					
Last Name	First Name	M.I.	SS#	Driver's License #	DOB
Phone #	Cell #		Work #	e-mail Address	
Relationship to Applicant					
Business Information					
Property Applying For					
Type of Business	Name of Business		Lease Term Requested		
Description of Service Provided					
Residence History					
Current Address					
Address					
City		State		Zip Code	
Length at Address			Own or Rent		
Current Landlord/Mortgage Company					
Name	Phone		Address		Payment
Reason for moving					
Are your payments current?		Late payments in 24 months			
How far behind currently?		How far behind have you been?			
How much security deposit is held by current landlord?					
Previous Address (if less than two years)					
Address					

City		State		Zip Code	
Length at Address		Own or Rent			
Previous Landlord/Mortgage Company					
Name	Phone	Address	Payment		
Reason for moving					
How far behind have you been?					
Have you ever broken a lease, refused to pay rent, or had security deposit withheld?					
Please explain					
Have you ever been evicted or asked to leave a rental unit?					
Please explain					

Income / Employment

Applicant

Current Employer

Address			
Gross Monthly Salary		Position	
Self-Employed or Salary		Employment Length	
Phone Number		Full or Part Time	

Previous Employer

Address			
Gross Monthly Salary		Position	
Self-Employed or Salary		Dates of Employment	
Phone Number		Full or Part Time	

Other Income

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Co-Applicant

Current Employer			
Address			
Gross Monthly Salary		Position	
Self-Employed or Salary		Employment Length	
Phone Number		Full or Part Time	

Previous Employer

Address			
Gross Monthly Salary		Position	
Self-Employed or Salary		Dates of Employment	
Phone Number		Full or Part Time	

Other Income

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Assets/Expenses

Applicant

Banking Institution			
Average Checking Balance		Savings Balance	
Retirement Account Balance		Other Liquid Assets	

Monthly Expenses

Creditor	Balance	Monthly Payment	Type of Account (Credit/Installment/Mtg)

Co-Applicant

Banking Institution			
Average Checking Balance		Savings Balance	
Retirement Account Balance		Other Liquid Assets	

Monthly Expenses

Creditor	Balance	Monthly Payment	Type of Account (Credit/Installment/Mtg)

References

Business Trade

Business Name / Contact Person	Phone Number	Contact Name	Email
Nature of Business	Business Address		
Business Name / Contact Person	Phone Number	Contact Name	Email
Nature of Business	Business Address		

Professional / Personal

Name	Phone Number	Relationship	Length Known
Address			
Name	Phone Number	Relationship	Length Known
Address			

Documentation

_____ Driver's license or picture ID card

_____ Social Security card

_____ Two of your most recent pay stubs from each source of income

_____ Voided check to verify checking account

_____ Copy of current utility bills

_____ If self-employed, last year's schedule C and proof of current employment

A \$50.00 application fee is charged for the purpose of verifying information furnished on this application. By signing below, you represent that the information provided is true. You also authorize R.E.M.S. to contact any references, obtain your credit report, and verify employment. The \$50.00 application fee is only refundable if the applicant meets the minimum qualifications, but is not selected because they are not the earliest qualified applicant.

The applicant hereby acknowledges this application will become part of the lease agreement when approved.

If any information is found to be false, the application will be rejected and any subsequent rental agreement becomes void. False and/or misleading statements will be sufficient reason for immediate eviction and loss of security deposit.

***** Ask about our tenant referral program. You may be eligible to receive a referral credit.*****

The following Person(s) may be interested in renting a home:

Phone: _____

Phone: _____

Applicant signature _____

Date _____

Co-Applicant Signature _____

Date _____

