

DCP&I

APPLICATION FOR COMMERCIAL LEASE

APPLICANT'S NAME: _____ DESIRED UNIT SIZE: _____ SF
 BUSINESS NAME: _____ DESIRED LEASE TERM: _____ YEAR(S)
 APPLICANTS PHONE # _____ DESIRED PRICE RANGE \$ _____ Per Month

Years in business _____; as a ☐ Individual ☐ Corporation ☐ Partnership ☐ Other _____

APPLICANT INFORMATION

Present Street Address: _____ Tax I.D. or SSN: _____
 City: _____ State: _____ Zip: _____ Suite: _____
 Telephone No.: _____

Current Business ? _____ If so, Location: _____

Landlords name _____ Phone # _____

As applicable, for all officers or partners of Applicant, list below:

	Officer's or Partner's Names	Title	Address	City	State	Phone
1.	_____	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____	_____

Applicant's Previous Street Address: _____ Suite: _____
 City: _____ State: _____ Zip: _____ Telephone No.: _____

How long? _____

Landlord: _____ Phone# _____

BUSINESS BANK/SAVINGS ACCOUNT REFERENCES

	Bank/Branch	Bank Officer/Phone	City/State	Account Type & Number
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

MAJOR NON-BANK CREDIT REFERENCES

	Name of Creditor	Address	City/State	Phone	Contract
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____

Has applicant (under the above name or any other name) or any officer, partner or affiliate of Applicant ever:

a. breached a rental/lease agreement? ☐ No ☐ Yes Explain: _____

b. been sued for nonpayment of rent: ☐ No ☐ Yes Explain: _____

c. been sued for damages to rental property ☐ No ☐ Yes Explain: _____

d. declared bankruptcy: ☐ No ☐ Yes Explain: _____

e. been evicted: ☐ No ☐ Yes Explain: _____

Is Applicant or any above officer(s) or Partner(s) involved in any litigation? ☐ No ☐ Yes Explain: _____

APPLICANT'S SIGNED AND DATED FINANCIAL INFORMATION

Please attach the following

☒ Current Balance Sheet
☒ Income Statement

☒ Cash Flow Statement
☒ Business Plan

Comments: _____

The undersigned Applicant hereby declares that the representations of fact contained in the foregoing application are true and correct. If any such representation is false, any lease hereinafter entered into between Landlord and Applicant will have been made in reliance upon such representation and may, at the option of the Landlord, be terminated at any time. Applicant authorized The Kucera Company to verify the above references and representations, including but not limited to, the use of credit information agencies.

Signature of Applicant: _____

Date: _____

Date: _____

Date: _____

Do not write below this line: OFFICE USE ONLY

Reviewed by: _____

Date: _____

Approved ☐ Denied ☐

BACKGROUND AUTHORIZATION

Fee: \$ **75.00 Per Applicant** (**applicant constitutes every adult who will be on the Lease**)

Received By: DCP&I

Telephone: (541) 672-2958

Address of Property :

Rental Term :

Rent Amount :

Name (First, Middle and Last Name): _____

Date of Birth: _____ Social Security Number (SSN): _____

Email: _____

Cell Phone: _____ Work Phone: _____

Driver's License Number: _____ State: _____

Do You Have a Vehicle? ☐ Yes ☐ No

If Yes, fill-in below:

License Plate Number: _____ State: _____

Make: _____ Model: _____ Year: _____ Color: _____

Additional Occupants List everyone incl. family members who will be occupying the home

Full Name: _____ Relationship: _____

Full Name: _____ Relationship: _____

Full Name: _____ Relationship: _____

Full Name: _____ Relationship: _____

Present Address

Address: _____

Reason for Leaving: _____

Dates Occupied, From _____ to _____ Has Notice been Given? ☐ Yes ☐ No

Rent Amount: \$ _____ Security Deposit Amount: \$ _____

Landlord/Property Manager Name: _____

Landlord/Manager's Phone: _____

Previous Address(es)

Address: _____

Reason for Leaving: _____

Dates Occupied, From _____ to _____ Rent Amount: \$ _____

Landlord/Property Manager Name: _____

Landlord/Manager's Phone: _____

Current Income

- ☐ - Self-Employed - Attach Your Past 2 Tax Returns (Last 2 Years) **Or bank statements 2 Months**
☐ - Employed - Attach your last 2 Pay-Stub

Employer's Individual/Company Name: _____

Supervisor's Name: _____ Phone: _____ Ext. _____

Your Position/Title: _____ Salary/Wage: \$ _____

Other Source of Income? - Yes - No

If Yes, Describe: _____ Monthly Amount: \$ _____

Authorization – Tenant Disclosure and Release

In connection with my tenant application with you, I understand that consumer reports which may contain public record information may be requested to evaluate my rental application. These reports may include the following types of information: names and dates of previous employers, public records, credit data, bankruptcy proceedings, eviction and criminal records, etc., from federal, state and other agencies which maintain such records. I hereby authorize procurement of consumer report(s). If approved as a tenant, this authorization shall remain on file and shall serve as ongoing authorization for you to procure consumer reports at any time during my contract period.

Signature: _____ Date: _____

Print Name: _____