

# Commercial Lease Application

## Services Requested

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- Onsite Office
- The Address Plan
- The Phone Plan
- The Total Virtual Plan



## Occupant

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Company Name

DBA  Sole Prop  Partnership  Corp

State of Corp

Address

City

State  Zip

Year Established  # of Employees

Type of Business

Gross Annual Revenue \$

Contact Person  Title

Phone  Fax

Email

## Commercial Rental History (Prior 5 Years)

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Current Address

City

State  Zip

Rent  Own  Monthly Rent/Mortgage \$

Reason for Leaving

Landlord/Mortgage Co.  Phone

Email

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**Previous Address**   
**City**   
**State**  **Zip**   
**Rent**   
**Own**  **Monthly Rent/Mortgage \$**   
**Reason for Leaving**   
**Landlord/Mortgage Co.**  **Phone**   
**Email**

### Other Information - The Principals

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**#1 Name**  **Title**   
**SS#**  **DL#**   
**Address**   
**City**   
**State**  **Zip**   
**#2 Name**  **Title**   
**SS#**  **DL#**   
**Address**   
**City**   
**State**  **Zip**   
**#3 Name**  **Title**   
**SS#**  **DL#**   
**Address**   
**City**   
**State**  **Zip**

### Banking Reference

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**Institution Name**   
**Address**   
**City**   
**State**  **Zip**   
**Contact Person**  **Phone**

Email

Approx Account Balances

**Account 1**

**Account 2**

Checking \$

\$

Savings \$

\$

Account Number

Account Age

**Credit References**

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#1 Company Name

Address

City

State

Zip

Contact Person

Phone

Email

Annual Volume

Terms

#2 Company Name

Address

City

State

Zip

Contact Person

Phone

Email

Annual Volume

Terms

#3 Company Name

Address

City

State

Zip

Contact Person

Phone

Email

Annual Volume

Terms

**Financial Questions**

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Do you have any outstanding judgements?

Yes

No

Have you ever filed bankruptcy? 7 / 11 / 13

Yes

No

Please explain any "Yes" answers from above

### Authorization

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Villa Office Suites or any company acting on it's behalf is authorized **Yes**   
to perform credit and/or background checks. **No**

Name/Title

Date

By typing in full name below from your web address you are certifying that you are indeed the person listed above.

Signature

Name/Title

Date

By typing in full name below from your web address you are certifying that you are indeed the person listed above.

Signature

Name/Title

Date

By typing in full name below from your web address you are certifying that you are indeed the person listed above.

Signature

**\*Along with this application please submit Company profile materials and/or product brochures**

**Please mail completed application and above requested documentation to:**

**Villa Office Suites  
1901 Ranch Road 620 North  
Lakeway, TX 78734  
Attn: Administration**