

Application Fee \$25

Application to Lease Commercial Property

Application for

Brooks Real Estate, Inc.
Williamsburg, Virginia

If you have questions about this application or about the property, please contact:

Anna Mixon
Brooks Real Estate
312-B Lightfoot Road
Williamsburg, Virginia 23188
757-345-6001 Office 757-345-5104 Fax
anna@brooks-re.com E-mail

Application to Lease Commercial Property

PLEASE PRINT

INFORMATION ABOUT TENANT:

Tenant's Trade Name _____

Business Background:

Type of business _____

Tenant's intended use of Leased Premises _____

How long in business _____ months/years

Firm's Fed. Tax I.D. Number _____

How many parking spaces needed _____

Hours of Operation _____

Legal Organization:

Firm is a:

___ Sole Proprietorship ___ Partnership ___ Corporation

___ Limited Liability Co. ___ Other (Describe) _____

If a sole proprietorship, owner's name _____

Contacts:

Primary Contact _____

Phone (_____) _____

Emergency Number _____

E-mail Address _____

Social Security # _____ - _____ - _____ DOB: _____

Headquarters / Principal Business Address:

Street _____

City _____ State _____ Zip _____

Mailing address (if different):

Street _____

City _____ State _____ Zip _____

Additional Business Sites:

If you currently lease any other business sites, please list the ones closest to/most similar to the site you are applying to lease:

1. Trade Name _____

Building Name _____

Street _____

City _____ State _____

No. of Square Feet leased _____

How long leased _____ Months/years

Name of owner of space or broker:

Owner/Agent/Contact Name _____

Phone (_____) _____

Bank References:

For Business:

Account in the Name(s) of _____

Bank _____ Acct. No. _____

Contact _____

Phone (_____) _____

Account Relationship Checking Savings

_____ Mortgage Loan Line of Credit

Other Credit References:

1. Company _____ How long _____

Service or Product _____

Address of local branch dealt with _____

Contact _____

Phone (_____) _____

2. Company _____ How long _____

Service or Product _____

Address of local branch dealt with _____

Contact _____

Phone (_____) _____

Bankruptcy: Has the applicant, or any owner/partner/officer or principal, ever been declared or judged bankrupt under any bankruptcy or insolvency laws (state or federal)? Yes No. If yes, please provide details on an attached sheet of paper.

Disclosure. I acknowledge that the following disclosure was made to me in writing at the time that substantive discussions about a lease of a specific property first occurred:

Certification: I certify that the information contained in this application is accurate, complete and correct. I certify that I am authorized by every owner/principal/ partner/officer identified above, and by the firm applying to lease space through Brooks Real Estate Inc., to authorize, and Brooks Real Estate, Inc. is hereby authorized, to seek any information it reasonably deems necessary from any employer, landlord, real estate firm, bank or supplier identified above, as well as from any agency which reports credit, for the purposes of determining the credit-worthiness of the applicant/all owners/etc., for purposes of leasing space.

Signed _____ Date _____