

# Manor Development Co.

## Credit & Background Information

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

### **Business Information**

Full Legal Company Name: \_\_\_\_\_

Business License #: \_\_\_\_\_ City: \_\_\_\_\_

DBA: \_\_\_\_\_ Fed Employ. I.D. #: \_\_\_\_\_

Date Fictitious Bus. Name filed: \_\_\_\_\_

Bus. Address: \_\_\_\_\_

Tel#: \_\_\_\_\_

Years in this Location: \_\_\_\_\_ # of Stores \_\_\_\_\_ Where: \_\_\_\_\_

If a Corporation, State of Inc.: \_\_\_\_\_ Name and Address of Agent for Service: \_\_\_\_\_

If a Partnership, Name and Address of General Partners: \_\_\_\_\_

Name and Address of Limited Partners (if any): \_\_\_\_\_

If a Limited Liability Company, Name and Address of Members: \_\_\_\_\_

If Individuals, Name and Address: \_\_\_\_\_

Years in Bus. : \_\_\_\_\_ Person to Contact: \_\_\_\_\_

Nature of Bus. : \_\_\_\_\_

### **Please List All Bank(s): (Business & Personal)**

Name of Bank: \_\_\_\_\_ Branch: \_\_\_\_\_ Tel #: \_\_\_\_\_

Account Name: \_\_\_\_\_ Account #: \_\_\_\_\_

Personal: \_\_\_\_\_ Business: \_\_\_\_\_ (Please check one)

Name of Bank: \_\_\_\_\_ Branch: \_\_\_\_\_ Tel #: \_\_\_\_\_

Account Name: \_\_\_\_\_ Account #: \_\_\_\_\_

Personal: \_\_\_\_\_ Business: \_\_\_\_\_ (Please check one)

### **Trade References, Business (if none, Personal)**

Current Landlord's Name: \_\_\_\_\_ Tel #: \_\_\_\_\_

Address: \_\_\_\_\_ Duration as Tenant: \_\_\_\_\_

Insurance Agency: \_\_\_\_\_ Tel #: \_\_\_\_\_

Address: \_\_\_\_\_ Agent: \_\_\_\_\_

Other references: \_\_\_\_\_ Tel #: \_\_\_\_\_

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

Comments: \_\_\_\_\_

Other references: \_\_\_\_\_ Tel #: \_\_\_\_\_  
Address: \_\_\_\_\_  
Comments: \_\_\_\_\_

**Personal Information**

Name: Last: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_  
Address: \_\_\_\_\_  
Previous Address (if less than 2 years): \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Drivers Lic. (# and state): \_\_\_\_\_  
Employer: \_\_\_\_\_ Tel #: \_\_\_\_\_  
Employer's Address: \_\_\_\_\_  
Occupation: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
Monthly Income: \_\_\_\_\_

**Spouse's Information**

Name: Last: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_  
Address: \_\_\_\_\_  
Previous Address (if less than 2 years): \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Drivers Lic. (# and state): \_\_\_\_\_  
Employer: \_\_\_\_\_ Tel #: \_\_\_\_\_  
Employer's Address: \_\_\_\_\_  
Occupation: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
Monthly Income: \_\_\_\_\_

**Have you ever filed for bankruptcy?**

Business: Yes: \_\_\_\_\_ No: \_\_\_\_\_ (Please mark one). If Yes, When: \_\_\_\_\_  
State filed: \_\_\_\_\_ Chapter: \_\_\_\_\_

Personal: Yes: \_\_\_\_\_ No: \_\_\_\_\_ (Please mark one). If Yes, When: \_\_\_\_\_  
State filed: \_\_\_\_\_ Chapter: \_\_\_\_\_

Have you ever been convicted of a felony? If so, when: \_\_\_\_\_  
What felony: \_\_\_\_\_

**Mortgage Holder:**

Personal: \_\_\_\_\_ Acct #: \_\_\_\_\_ Tel #: \_\_\_\_\_  
Address: \_\_\_\_\_ Acct #: \_\_\_\_\_ Tel #: \_\_\_\_\_

**Mortgage Holder:**

Personal: \_\_\_\_\_ Acct #: \_\_\_\_\_ Tel #: \_\_\_\_\_  
Address: \_\_\_\_\_ Acct #: \_\_\_\_\_ Tel #: \_\_\_\_\_

**Please attach current financial statement and copies of federal tax returns for the last 3 years for either the business or yourself (whichever is going to be shown as "Lessee" in the lease).**

**In case of emergency please contact:**

Name: \_\_\_\_\_ Tel #: \_\_\_\_\_  
Address: \_\_\_\_\_

**Information concerning existing location:**

What is the size of the facility/office that this new space will replace? \_\_\_\_\_  
What is the monthly rent for the space that is being replaced? \$ \_\_\_\_\_ What is the reason for acquiring new space? \_\_\_\_\_

I HEREBY GIVE PERMISSION FOR THE INDIVIDUALS AND BUSINESS LISTED ABOVE AS REFERENCES TO PROVIDE FINANCIAL AND CREDIT INFORMATION TO MY PROSPECTIVE LESSOR, HIS MANAGER AND/OR HIS BROKER. I ALSO HEREBY AUTHORIZE THE OWNER AND HIS/HER REPRESENTATIVES TO PERFORM A CREDIT CHECK ON MYSELF AND/OR MY COMPANY.

THE REPRESENTATIONS OF FACT CONTAINED IN THIS APPLICATION ARE CONSIDERED PART OF THE LEASE AND ARE TRUE AND CORRECT. IF ANY INFORMATION HEREIN CONTAINED IS DISCOVERED TO BE FALSE OR MISLEADING, THE LEASE MADE ON THE STRENGTH OF THIS APPLICATION MAY, AT THE OPTION OF THE LESSOR, BE TERMINATED AT ANY TIME. IN ADDITION, THE LESSOR IS HEREBY GRANTED PERMISSION TO VERIFY ALL CREDIT/PERSONAL INFORMATION AND TO OBTAIN ANY CREDIT REPORTS IT DEEMS NECESSARY.

**By Lessee:**

Executed at: \_\_\_\_\_

On: \_\_\_\_\_

By: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_

Facsimile: (\_\_\_\_) \_\_\_\_\_

Federal ID No. : \_\_\_\_\_