

COMMERCIAL LEASE APPLICATION

Aikens Group Commercial Office

1025 Martinsburg Pike
Winchester, VA 22601
Tel: (540) 667 - 3752 x.1302

CommercialRE@AikensGroup.com

Thank you for your application. Please help us to promptly process this application by clearly completing the information in its entirety and returning it to the Aike Group Commercial Real Estate office with a non-refundable \$50.00 application fee. All applicants must be at least 21 years of age.

How did you hear about our properties?

- ☐ Aikens Group.com ☐ For Lease Signs ☐ Realtor ☐ Other:
☐ Friend / Family Referral ☐ Brochure / Flyer ☐ CoStar / LoopNet / BrightMLS Listing

Company Information:

Complete Legal Name of Business to Appear on the Lease: _____

Doing Business As (d.b.a): _____

- ☐ Corporation ☐ LLC ☐ Partnership ☐ Sole Proprietor ☐ Non-Profit ☐ Other: _____

State in Which Entity Formed: _____ Year Formed: _____ Federal Tax ID Number: _____

Annual Revenue: _____ Net Income: _____

Current Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____ Cell Phone: _____ Fax: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____ Cell Phone: _____ Fax: _____

Description of Business: _____

Contact Information:

Primary Contact Name: _____ Title: _____

Email: _____ Phone: _____

Billing Contact Name: _____ Title: _____

Email: _____ Phone: _____

Realtor Information:

Name: _____ Firm: _____

Email: _____ Phone: _____

Additional Contact Information:

Guarantor 1 Name: _____ Title: _____

Social Security Number: _____ Date of Birth: _____

Driver's License Number: _____ State: _____

Personal Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Guarantor 2 Name: _____ Title: _____

Social Security Number: _____ Date of Birth: _____

Driver's License Number: _____ State: _____

Personal Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Additional Business Locations:

Location 1: _____

City: _____ State: _____ Zip: _____

Location 2: _____

City: _____ State: _____ Zip: _____

Credit References (Business / Personal):

Name: _____ ☐ Business Reference ☐ Personal Reference

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Name: _____ ☐ Business Reference ☐ Personal Reference

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Rental / Leasing References:

Name: _____ Previous Rent: _____ Lease Term: _____

Reason for Leaving: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Name: _____ Previous Rent: _____ Lease Term: _____

Reason for Leaving: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Bank References (Checking / Savings Accounts):

Bank Name: _____

Account Number: _____ ☐ Checking ☐ Savings ☐ Other _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Bank Name: _____

Account Number: _____ ☐ Checking ☐ Savings ☐ Other _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Criminal History

Have you ever been charged with, pled guilty to, or been convicted of any crime, other than traffic violations? ☐ Yes ☐ No

If YES, state the nature of the offence, the date of the offence, the country and state in which you were charged and/or tried, and the date of the trial given.

Have you ever filed for bankruptcy? ☐ Yes ☐ No Have you ever been evicted? ☐ Yes ☐ No

Conditions and Information:

The completion of this application by the applicant(s) ("Tenant") and the acceptance of this application by Creditor ("Landlord") creates no obligation to approve the application or enter into a Lease with the Tenant.

This application is to be used for the purpose of establishing applicants' current and past credit position and financial credibility and is for the use of those owner(s) and representative(s) of the property applicant is interested in leasing.

The confidentiality of the information being furnished by applicant will be preserved except where disclosure of this information is required by applicable purposes of evaluating this proposed transaction.

I / We the undersigned hereby authorize Aikens Group, and / or any of its affiliates, partners, subsidiaries, employees or designees (hereinafter collectively as Aikens Group), to make any credit inquiries that they deem necessary in connection with my / our lease application. This authorization also applies regarding employment history, bank accounts, and follow-up credit inquiries / checks that Aikens Group may deem necessary now or in the future for the tenancy contemplated.

Applicant

Applicant Name: _____

Signature: _____

Date: _____

Guarantor

Guarantor Name: _____

Signature: _____

Date: _____

Applicant Screening Fee: \$50.00

The applicant screening fee is non-refundable. This application will not be processed without receipt of the screening fee.

_____	☐ Paid	Date: _____

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on of Landlord to

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