


**EXCEL REAL ESTATE
MANAGEMENT, INC.**

1502 E. Jackson Bloomington, IL 61701 • (309) 829-5885
www.ExcelREM.com

COMMERCIAL LEASE APPLICATION

Business Information

Name: _____			
<i>Legal Name of Business</i>	<i>DBA Name (if different from Legal Name)</i>		
Address: _____			
<i>Street Address (a physical address, not a P.O. Box)</i>	<i>City/County</i>	<i>State</i>	<i>Zip</i>
Address: _____			
<i>Mailing Address (if different from Street Address)</i>	<i>City/County</i>	<i>State</i>	<i>Zip</i>
Business Phone #: (____) _____		Business Manager: _____	
		Contact #: _____	
Annual Sales : _____		Federal Tax ID #: _____	
		# of Employees: _____	
Date Established: _____ Current owner Since: _____			
Type of Organization: <input type="checkbox"/> Proprietorship <input type="checkbox"/> C-Corp <input type="checkbox"/> S-Corp <input type="checkbox"/> General Partnership <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Non-Profit <input type="checkbox"/> LLC <input type="checkbox"/> LLP			
Average sales: \$ _____			

Business Operations

Industry: _____
Briefly describe the product sold or service rendered by your business (e.g. accountant, bike shop, etc): _____ _____ _____
Any pending or prior Litigation against the application or its owners, if yes please identify: _____ _____
Case Name/Venue/Year Initiated/ pending or closed/ outcome: _____ _____

List any and all owners that own in excess of 5% of the Applicant:

1. Name: _____ Address: _____

Percentage Ownership: _____ Manager/Director: _____

2. Name: _____ Address: _____

Percentage Ownership: _____ Manager/Director: _____

3. Name: _____ Address: _____

Percentage Ownership: _____ Manager/Director: _____

Prior Rental History:

Current: _____
Address Landlord Phone Number Type of Space (warehouse, storefront) Reason for leaving

Previous: _____
Address Landlord Phone Number Type of Space (warehouse, storefront) Reason for leaving

Business Financial Information

Gross Receipts/Sales (Complete accordingly for last three (3) years):

Current Year _____ \$ _____ Last Year _____ \$ _____ Previous Year _____ \$ _____

Identify bank(s) where applicant's/firm's accounts are maintained.

Name of Bank	Bank Address	Account No.	Type of Account	Contact	Phone
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Do you have a line of credit?	No	Yes (If yes, identify below)			
Source	Limit	Name of Creditor	Contact	Phone	
_____	\$ _____	_____	_____	_____	_____
_____	\$ _____	_____	_____	_____	_____

List current creditor(s) or lender(s) or loan(s) to the applicant/firm.

Name of Creditor/Lender	Type of Credit/Loan	Dollar Value	Contact	Phone
_____	_____	\$ _____	_____	_____
_____	_____	\$ _____	_____	_____

Percentage of Accounts Receivables in excess of 60 days compared to total annual sales. _____

REQUESTED RECORDS:

1. Current Financial Statement.
2. Two years of tax filings.

Principal/Owner/Guarantor Information

1	Name:	Social Security Number:	DOB:	
	Phone Number:	Email Address:		
	Home Address:	City/County:	State:	Zip:
	% of Ownership is Business:	Gross Income*:		
	Own / Rent Home?:	Personal Net Worth Excluding Business Value:		

2	Name:	Social Security Number:	DOB:	
	Phone Number:	Email Address:		
	Home Address:	City/County:	State:	Zip:
	% of Ownership is Business:	Gross Income*:		
	Own / Rent Home?:	Personal Net Worth Excluding Business Value:		

3	Name:	Social Security Number:	DOB:	
	Phone Number:	Email Address:		
	Home Address:	City/County:	State:	Zip:
	% of Ownership is Business:	Gross Income*:		
	Own / Rent Home?:	Personal Net Worth Excluding Business Value:		

*Alimony, child support, or separate maintenance income need not be revealed if you do not wish to have it considered as a basis for repaying this obligation.

If there are more than three applicants, please use another application and reference the business name of front.

Certification and Authorization

The signer(s) certifies that he/she is authorized to execute the application for the business named above, and that the information in this application and any other documents submitted in connection with the application are true, correct and complete. Pursuant to the Fair Housing Law, Excel Real Estate Management shall not refuse to rent to any person because of race, creed, color, religion, national origin, handicap, or familial status, nor discriminate in the terms offered or services rendered. I (we), the applicant, do represent all information to be true and accurate and that owner/agent may rely on this information when investigating and accepting this application.

I hereby authorize the owner/agent to make independent investigations to determine my credit, financial, and character standing. I authorize any person or credit checking agency having any information on me to release any and all such information to the owner, their agent, or credit checking agencies. I hereby release, remise, and forever discharge from any action whatsoever, in law and equity, all owners, managers, employees and/or agents, both of the Landlord and their credit checking agencies in connection with processing, investigating, or credit checking this application, and will hold them harmless from any suit or reprisal whatsoever. I declare that a photocopy of my signature shall be as valid as the original.

Signed By: _____ Title: _____ Date: _____

Signed By: _____ Title: _____ Date: _____

Signed By: _____ Title: _____ Date: _____