

Application To Lease Commercial Space

1. Company of Organization Name and present address:

2. Officers (Name, Home Address, Home Phone #, Social Security #)

President:

Vice-President:

Treasurer:

Clerk:

3. Date of Incorporation:

4. No. of Employees:

5. Approximate Annual Sales or Gross Revenues (please circle one)

\$25,000 or less	\$100,000 to \$250,000
\$25,000 to \$50,000	\$250,000 to \$500,000
\$50,000 to \$100,000	over \$500,000

6. Please describe your proposed use of the premises. What does your company or organization do?

7. Who will be managing your company at the demised premises?

Application To Lease Commercial Space (cont.)

8. Landlord References:

Name and Address of Present Landlord:

Phone #:

No. of years at present office location:

Name and Address of Second or Former Landlord:

Phone #:

No. of years at former or second office location:

9. Banking Reference:

Person to contact:

Phone #:

Name and address of Bank:

Business A/C #:

10. Legal Reference:

Name of Company's Attorney:

Phone #:

11. Accounting Reference:

Name of Company Accountant:

Phone #:

What is the most recent period financial statements are available?

12. Trade References (please provide 3 of your largest trade creditors):

1. Name and Address:

Phone #:

2. Name and Address:

Phone #

3. Name and Address:

Phone #

Application To Lease Commercial Space (cont.)

13. Client References (please provide three client references)

1. Name and Address:

Phone #:

2. Name and Address:

Phone #:

3. Name and Address:

Phone #:

14. General Questions (please answer yes or no; If yes answer is given, please explain on an attached sheet of paper)

1. Are there any outstanding judgements against the corporation or organization? _____

2. Has the company ever been declared bankrupt? _____

3. Has the company ever defaulted on any purchase or lease obligation in the past 7 years? _____

4. Is the company a party to a law suit? _____

5. Is your corporation or organization "non-profit"? _____

AGREEMENT: The undersigned applies to lease space at 100 Hano Street, Allston, MA 02134, and represents that the property will not be used for any illegal or restricted purpose, and that all statements made in this application are true, and are made for the purpose of being approved for the lease. Verification may be obtained from any source named in this application, and authorization is hereby given to obtain information from any credit information service.

Duly Authorized Officer's Signature

Date