

Commercial Lease Application Form

Personal Information

First Name: _____ Last Name: _____
Date of Birth: _____ Social Insurance Number: _____
Address: _____
Phone: _____ Fax: _____
Email: _____

Corporate Information

Legal Corporate Name: _____
Trade Name: _____
Company Address: _____
Is the Corporation registered in Alberta? Yes No In Business Since: _____
If No, state jurisdiction in which the Corporation is registered: _____
Phone Number: _____ Fax Number: _____
Nature of Business: _____
Reason For Vacating Current Space: _____
Annual Revenues: _____
Company's Principals:
Name: _____ Position: _____
Name: _____ Position: _____

Trade References: 1) Contact name: _____
Phone number: _____
Trade References: 1) Contact name: _____
Phone number: _____
Landlord Reference: 1) Contact name: _____
Phone number: _____

Deposit

A deposit is to be provided to the landlord based on the sqft of space needed. The applicant agrees the deposit is held by the landlord. It will subsequently be applied to the applicant's deposit once approved to lease the space. The full monies deposited will be returned if the landlord deems the applicant unapproved minus a \$300 administrative fee. Furthermore, if the applicant decides to withdraw their application, the landlord has the right to retain the deposit. It is agreed by both parties this is liquidated damages and a fee for the application service.

Required Documentation

Copy of Legal Personal Identification e.g. Drivers License, Passport
Copy of Incorporation Documents
Copy of current Financial Statements for the last accounting period and fiscal year

I/we hereby agree that personal and corporate credit investigations may be conducted, and consumer and corporate reports obtained in support of this Offer to Lease/Lease. By signing this document I/we affirm that the above information is true and would be deemed as such in a court of law this ____ day of _____ in _____, Alberta

Name/Position

Witness

Name/Position

Witness