

Commercial Lease Application Form | St. Regis Management (2019) Inc.

Applicant Unit of Interest (May be subject to change): _____ Wanted Move in date: _____

REQUIRED Personal Information (To Be Personally Identified On Leasing Agreement as an Individual)

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

Corporate Information (To Be Identified On Leasing Agreement)

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: _____ Company Email: _____
Nature of Business: _____
Reason For Vacating Current Space: _____
Current Space Address and Postal Code: _____
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 Minimum deposit of \$1,000 is to be provided to landlord along with this completed form for the Application process to proceed. The applicant agrees that any and all deposit amounts sent, including amounts above the aforementioned, shall be held by the landlord. All Deposit amounts will subsequently be applied against the total Security Deposit for a particular lease space once a lease agreement is fully completed (completion status is at the sole discretion of the landlord). **Please note that the total Security Deposit for a leased unit is typically a total of one months rent + \$500 rounded up (final amount at the landlords sole discretion).** 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, and or not proceed with the landlord provided lease agreement, the landlord has the right to retain all deposit amounts, including amounts above the minimum \$1000. It is agreed by both parties that all retained amounts in the case that the applicant decides to withdraw their application, and or not proceed with the landlord provided lease agreement, are identified as pre estimated liquidated damages as a cost for the application service.

Required Documentation

Copy of Legal Personal Identification e.g. Drivers License (front & back copy), Passport (**Needed for all Managerial Operators applicable to the potential future premises**)

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 and or criminal checks/investigations may be conducted upon the information provided in this application and all submitted information, and consumer and corporate reports obtained in support of this Application. 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

_____ Company Name & Position	_____ Signature	_____ Witness
_____ Personal Name & Position	_____ Signature	_____ Witness