

# MERCHANT PROPERTY MANAGEMENT, INC

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## LEASE PROPOSAL

DATE \_\_\_\_\_

**PROPERTY ADDRESS:**

\_\_\_\_\_

We would like to present the following Lease Proposal for space in the above referenced:

1. **Tenant:** \_\_\_\_\_

2. **Permitted Use:** \_\_\_\_\_

3. **Size & Location:** \_\_\_\_\_

4. **Initial Term:** \_\_\_\_\_

5. **Renewal Options:** \_\_\_\_\_

6. **Monthly Rent:** \_\_\_\_\_

7. **Rent Adjustment Periods:** \_\_\_\_\_

8. **Rent Paid In Advance:** \_\_\_\_\_

9. **Security Deposit:** \_\_\_\_\_

10. **Monthly NNN Charges Estimated To Be \$** \_\_\_\_\_

11. **Business Plan:** \_\_\_\_\_

\_\_\_\_\_

12. **Proposed Improvements:** \_\_\_\_\_

\_\_\_\_\_

**13. Experience:** \_\_\_\_\_  
\_\_\_\_\_

**14. Agency Disclosure / Commissions:** \_\_\_\_\_  
\_\_\_\_\_

**THIS PROPOSAL EXPIRES** \_\_\_\_\_

LANDLORD AND TENANT ACKNOWLEDGE THAT THIS PROPOSAL IS NOT A LEASE AND THAT IT IS INTENDED AS THE BASIS FOR PREPARATION OF A LEASE DOCUMENT. THE LEASE SHALL BE SUBJECT TO LANDLORD'S AND TENANT'S APPROVAL, AND ONLY A FULLY EXECUTED LEASE DOCUMENT SHALL CONSTITUTE A LEGALLY BINDING LEASE FOR THE PREMISES.

BROKER/AGENT MAKES NO WARRANTY OR REPRESENTATION TO LANDLORD OR TENANT THAT ACCEPTANCE OF THIS PROPOSAL WILL GUARANTEE THE EXECUTION OF A LEASE FOR THE PREMISES. THE FINAL LEASE DOCUMENT SHALL INCORPORATE THE PROVISION CONTAINED IN THIS PROPOSAL AND ANY OTHER PROVISION UPON WHICH THE LANDLORD AND TENANT MAY MUTUALLY AGREE.

**ACKNOWLEDGED AND AGREED**

**BY** \_\_\_\_\_ **DATE** \_\_\_\_\_  
Applicant's Signature

**BY** \_\_\_\_\_ **DATE** \_\_\_\_\_  
Applicant's Signature

If this proposal is acceptable, please acknowledge below and return one signed copy to me in order to proceed with preparation of a Lease Document. Please call with questions. Thank you.

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**ACKNOWLEDGED AND AGREED**

**BY** \_\_\_\_\_ **DATE** \_\_\_\_\_  
Landlord, or authorized representative

\_\_\_\_\_  
LL Initials

**SEE ATTACHED COUNTER OFFER DATED** \_\_\_\_\_

# PERSONAL FINANCIAL STATEMENT

As of \_\_\_\_\_

For the purpose of applying as a Tenant, the undersigned (you) certify the following statement of financial condition as of the date given, and all other information furnished including that on the second page, to be full, true and correct to the best of your knowledge and knowledge that should you knowingly make any false statement on this application it may suspend or terminate any further proceedings. You authorize Merchant Property Management, Inc. to make whatever inquiries necessary and appropriate concerning such information, including contacting consumer reporting agencies, your creditors, or your employer (s).

Name \_\_\_\_\_ Married \_\_\_\_\_ Separated \_\_\_\_\_ Unmarried  
 Spouse Name \_\_\_\_\_  
 No. of Dependents \_\_\_\_\_ Dependent Ages: \_\_\_\_\_

**FINANCIAL INFORMATION – (Referenced “schedules” on reverse side):**

ASSETS	AMOUNT	
	DOLLARS	CENTS
Cash on hand		
Deposits in other banks		
U.S. Government Securities [Schedule 1]		
Accounts Receivable [Schedule 3]		
Notes Receivable [Schedule 3]		
Stocks and Bonds [Schedule 1]		
Cash Value Life Insurance		
Real Estate Owned [Schedule 2]		
Trust Deeds Owned [Schedule 3]		
Autos and Trucks [Describe]		
Other Assets [Describe]		
<b>TOTAL ASSETS</b>	\$	

LIABILITIES	AMOUNT	
	DOLLARS	CENTS
Notes Payable		
Notes Payable to other banks [Schedule 4]		
Notes Payable to Others [Schedule 4]		
Installment Contracts Payable [Schedule 4]		
Credit Cards Payable [Schedule 5]		
Charge Accounts Payable [Schedule 5]		
Income Tax Payable		
Other Taxes Payable		
Real Estate Indebtedness [Schedule 2]		
Loans on Life Insurance		
Other Liabilities [Describe]		
<b>TOTAL LIABILITIES</b>	\$	
Net Worth [Total Assets – Total Liabilities]		
<b>TOTAL LIABILITIES &amp; NET WORTH</b>	\$	

ANNUAL INCOME*		
*Important: You don't have to include information on income from alimony, child support, or separate maintenance payments unless you want us to consider it in granting credit		
Salary, Wages, Commission		
Business or Professional Income [Net]		
Dividends and Interest		
Rental Income [Gross]		
Other Income [Describe]		
<b>TOTAL ANNUAL INCOME</b>	\$	

ANNUAL EXPENDITURES		
Real Estate Payments		
Rent		
Federal and State Income Taxes		
Alimony, child Support, Maintenance		
Insurance Premiums		
Property Taxes and Assessments		
Other Expenditures [Describe]		
<b>TOAL ANNUAL EXPENDITURES</b>	\$	

SCHEDULES FOR FINANCIAL INFORMATION  
**SCHDEULE 1 • STOCKS AND BONDS**

NAME OF COMPANY	EXCHANGE LISTINS [NYSE, AMEX, OTC]	NO. OF SHARES OR FACE VALUE	UNIT MARKET PRICE	TOTOAL MARKET VALUE
TOTAL			\$	\$

**SCHEDULE 2 • REAL ESTATE OWNED**

PROPERTY ADDRESS AND TYPE	MO./YR. ACQUIRED	COST	CURRENT VALUE	MONTHLY INCOME	MORTGAGE PAYMENT	MORTGAGE BALANCE	MORTGAGE
TOTAL		\$	\$	\$	\$	\$	

**SCHEDULE 3 • ACCOUNTS, NOTES, AND CONTRACTS RECEIVABLE**

DUE FROM	ADDRESS	COLLATERAL	MATURITY DATE	BALANCE DUE	PAYABLE
TOTAL				\$	

**SCHEDULE 4 • NOTES, LOANS, AND LEASES PAYABLE**

PAYABLE TO	BRANCH OR LOCATION	MATURITY DATE	BALANCE OWING	PAYABLE
TOTAL			\$	

**SCHEDULE 5 • CHARGE ACCOUNTS AND CREDIT CARDS PAYABLE**

PAYABLE TO	ACCOUNT NUMBER	CREDIT LIMIT	BALANCE OWING	PAYABLE
TOTAL		\$	\$	

Have you ever been the subject of a bankruptcy petition? \_\_\_No \_\_\_Yes. If "Yes" where?

When? Amount \$

Where you or your spouse a co-maker, endorse, guarantor, or contingently liable on any loan or contract? \_\_\_No \_\_\_Yes If "Yes" Amount \$

When? To Whom?

Have you or you spouse made a Will? \_\_\_No \_\_\_Yes. If "Yes" name of Executor

Amount of insurance on your life \$ Are any assets held \_\_\_Yes  
Under a Trust Agreement \_\_\_No

Have assets and income held as Community Property? If not, please explain.

Have you or your spouse a defendant in any legal action? \_\_\_No \_\_\_Yes Are there any unsatisfied judgements against you? \_\_\_No \_\_\_Yes

Have you or your spouse ever applied or obtained credit under another name? \_\_\_No \_\_\_Yes. If "Yes" please list

DATE: \_\_\_\_\_ DRIVERS LICENSE # \_\_\_\_\_

NAME: \_\_\_\_\_  
Last First Middle Social Security # Date of Birth

DRIVERS LICENSE # \_\_\_\_\_

SPOUSE: \_\_\_\_\_  
Last First Middle Social Security # Date of Birth

TELEPHONE #: \_\_\_\_\_ TELEPHONE #: \_\_\_\_\_

CURRENT ADDRESS \_\_\_\_\_ CITY, STATE, ZIP \_\_\_\_\_ HOW LONG? \_\_\_\_\_

PREVIOUS (IF LESS THAN 4 YEARS) \_\_\_\_\_ CITY, STATE, ZIP \_\_\_\_\_ HOW LONG? \_\_\_\_\_

EMPLOYER \_\_\_\_\_ PHONE \_\_\_\_\_ MONTHLY INCOME \_\_\_\_\_ HOW LONG? \_\_\_\_\_

SPOUSE EMPLOYER \_\_\_\_\_ PHONE \_\_\_\_\_ MONTHLY INCOME \_\_\_\_\_ HOW LONG? \_\_\_\_\_

OTHER INCOME SOURCES \_\_\_\_\_ MONTHLY INCOME \_\_\_\_\_ HOW LONG? \_\_\_\_\_

BANK NAME \_\_\_\_\_ BRANCH LOCATION \_\_\_\_\_ ACCOUNT # \_\_\_\_\_

CREDIT REFERENCES: \_\_\_\_\_  
NAME PAYMENT BALANCE  
\_\_\_\_\_  
NAME PAYMENT BALANCE  
\_\_\_\_\_  
NAME PAYMENT BALANCE

PERSONAL REFERENCES:

NAME ADDRESS PHONE  
\_\_\_\_\_  
NAME ADDRESS PHONE  
\_\_\_\_\_

*By signing this application, I/we affirm that the information furnished is true and correct to the best of my/our knowledge. I/We authorize the verification of this information including but not limited to the obtaining of a credit report.*

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ SPOUSE SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_