



**APPLICATION TO LEASE  
FOR PACIFIC COAST COMMERCIAL**

Phone: 619.469.3600  
10721 Treena Street, Suite 200  
San Diego, CA 92131

**ATTENTION:** \_\_\_\_\_

**FAX:** (858)560-5604

\_\_\_\_\_@pacificcoastcommercial.com

The following information must be completed prior to entering into a lease: ( Please print or type clearly)

**1. NAME OF BUSINESS:**

State Business is registered in: \_\_\_\_\_  
Current Business Address: \_\_\_\_\_  
Business Website and/or Description: \_\_\_\_\_  
Current Business Landlord Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
# of Years at Location: \_\_\_\_\_  
# of Employees: \_\_\_\_\_  
How Long in Business: \_\_\_\_\_

Has this Business or its Owners ever been delinquent in payment of any financial obligations? Yes \_\_\_ No \_\_\_  
Has this Business or its Owners ever been a defendant in an unlawful detainer lawsuit? Yes \_\_\_ No \_\_\_  
Has this Business ever been cited for a code violation? Yes \_\_\_ No \_\_\_

**2. FULL DESCRIPTION OF INTENDED USE:** \_\_\_\_\_

Number of Parking Spaces Needed: \_\_\_\_\_  
Any Overnight Parking? \_\_\_\_\_

Please list any Hazardous Substances that will be inside the premises and the approximate amounts:

Premises will be a: a) First time location \_\_\_\_\_  
b) Expansion of an existing business \_\_\_\_\_  
c) Relocation of an existing business \_\_\_\_\_

**CONTACT INFORMATION:**

Name of Signor: (1) (First, MI, Last) \_\_\_\_\_  
Title: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_  
Driver's License # / State: \_\_\_\_\_  
Social Security Number: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

How is your credit? Excellent  Good  Fair  Poor   
Have you ever filed for bankruptcy? Yes  No  Convicted of a Felony? Yes  No   
If so, where and when? \_\_\_\_\_

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Name of Signor: (2) (First, MI, Last) \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_  
 Driver's License # / State: \_\_\_\_\_  
 Social Security Number: \_\_\_\_\_  
 Home Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

How is your credit?    Excellent     Good     Fair     Poor   
 Have you ever filed for bankruptcy?    Yes     No     Convicted of a Felony?    Yes     No   
 If so, where and when? \_\_\_\_\_

**4. PLEASE PROVIDE THESE DOCUMENTS:**

- Articles of Incorporation or Business License
- 2 years of Business Financial Statement or Individual Tax Returns
- Copy of Most Recent Bank Statement
- If a start-up business, provide a business plan and description of funds available

**5. SIGNATURE & AUTHORIZATION:**

- a) I hereby give the above references, MicroBilt/Experian permission to provide financial and credit information, financial or written (via fax or mail), to the owner and or owner Agent (Pacific Coast Commercial) of the property which I am now negotiating to lease. The undersigned hereby waives any privacy of credit information rights or regulations and agrees to pay a fee as described below to PACIFIC COAST COMMERCIAL for said Credit Report.
- b) Landlord may use DocuSign to execute leases and requires all signors for the "leasing entity" ("Tenant" or "Lessee") provide their email addresses below.

**\$15.00 CREDIT PROFILE REPORT per applicant**

**\$50.00 BUSINESS OWNER PROFILE REPORT**

**Please Pay Rental Application Fee [HERE](#):**

**<https://www.pacificcoastcommercial.com/payments-applications>**

SIGNOR (1):		SIGNOR (2):	
SIGNATURE:		SIGNATURE:	
PRINT NAME:		PRINT NAME:	
TITLE:		TITLE:	
EMAIL ADDRESS:		EMAIL ADDRESS:	
DATE:		DATE:	

# PERSONAL FINANCIAL STATEMENT

Name:		Business Phone:	
Residence Address:		Residence Phone:	
City, State, ZIP:		Other Phone:	

Business Name of Applicant:	
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ASSETS	LIABILITIES
Cash on Hand and In Bank	Accounts Payable
Savings Accounts	Notes Payable to Banks and Other s (Section 2)
IRA or Other Retirement Account	Installment Account (Auto) – Monthly Payment \$_____
Accounts & Notes Receivable	Installment Account (Other) – Monthly Payment \$_____
Life Insurance – Cash Value Only (Section 8)	Loans on Life Insurance
Stocks & Bonds (Section 3)	Mortgages on Real estate (Section 4)
Real Estate (Section 4)	Unpaid Taxes (Section 6)
Automobile(s) – Present Value	Other Liabilities (Section 7)
Other Personal Property (Section 5)	TOTAL LIABILITIES
Other Assets (Section 5)	NET WORTH
TOTAL	TOTAL

SECTION 1: SOURCES OF INCOME	CONTINGENT LIABILITIES
Salary	As Endorser or Co-Maker
Net Investment Income	Legal Claims and Adjustments
Real Estate Income	Provision of federal Income Tax
Other Income (Describe below)*	Other Special Debt

Description of Other Income in Section 1:

Name and Address of Noteholder(s)	Original Balance	Current Balance	Payment Amount	Frequency (Monthly, etc)	How Secured or Endorsed Type of Collateral

