

Madison Property Management, Inc.  
1202 Regent Street  
Madison, WI 53715  
Phone (608) 251-8777  
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mpm@madisonproperty.com

## COMMERICAL RENTAL APPLICATION

Address applying for \_\_\_\_\_

Occupancy date \_\_\_\_\_ Rent \_\_\_\_\_ Deposit \_\_\_\_\_

Lease Term \_\_\_\_\_

### APPLICANT INFORMATION

Business Name \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Email \_\_\_\_\_

Owner's Social Security Number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Owner's Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Type of Business \_\_\_\_\_ Established In \_\_\_\_\_

Corporation \_\_\_ Partnership \_\_\_ Limited Liability Corp. \_\_\_ Individual Owner \_\_\_ Other \_\_\_\_\_

Federal Identification Number \_\_\_\_\_

Owner's Home Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

### Summary of Business Operation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Business Operation Hours:** \_\_\_\_\_ (am/pm) - \_\_\_\_\_ (am/pm)

### EMPLOYMENT

Current Employer \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Address \_\_\_\_\_

City/State \_\_\_\_\_ Zip \_\_\_\_\_ Supervisor \_\_\_\_\_ Position \_\_\_\_\_

Total Annual Income: \$ \_\_\_\_\_ Additional Income: \$ \_\_\_\_\_

### ACKNOWLEDGEMENT AND AUTHORIZATION

I, the undersigned, hereby acknowledge that I have read and understand this application, and all information that has been submitted, including the information listed on this application, is true and correct. I understand that all application information and materials are being relied upon in application processing and are a pre-condition to approval by Madison Property Management, Inc. **I hereby authorize management to conduct routine housing references, employment verification, criminal background checks, public records checks, financial reference investigations, and to obtain and rely on credit agency reports for the purpose of processing this application.** I understand and acknowledge that my performance under any lease agreement I may enter into with the landlord may be reported to such credit-reporting agency, and authorize management to obtain my credit report for the purpose of collecting any amounts due pursuant to any future lease agreement with the landlord.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

# Personal Financial Statement of:

Enter your name here: \_\_\_\_\_  
 Date: \_\_\_\_\_

<b>Assets</b>	<b>Amount in Dollars</b>
Cash - checking accounts	\$
Cash - savings accounts	-
Certificates of deposit	-
Securities - stocks / bonds / mutual funds	-
Notes & contracts receivable	-
Personal property (autos, jewelry, etc.)	-
Retirement Funds (eg. IRAs, 401k)	-
Real estate (market value)	-
Other assets (specify)	-
Other assets (specify)	-
<b>Total Assets</b>	\$
<b>Liabilities</b>	
Current Debt (Credit cards, Accounts)	\$
Notes payable (describe below)	-
Taxes payable	-
Real estate mortgages (describe)	-
Other liabilities (specify)	-
Other liabilities (specify)	-
<b>Total Liabilities</b>	\$
<b>Net Worth</b>	\$

### Notes on Preparation

Step 1: Prepare a list of all assets owned whether they are paid for or not. Enter the amount you would receive by selling the asset for cash.  
 Step 2: Prepare a list of liabilities (money you owe).  
 Step 3: Net worth = Total Assets - Total Liabilities  
 The signature is your pledge that the statement is complete and accurate to the best of your knowledge.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_