



The Broker Company
 1790 Lee Trevino, Suite 514, El Paso, Texas 79936
 Office: (915) 545-2797
 www.thebrokercompany.com

Tenant Application

| | | | | | |
|-------------|--|---------------|--|------------|--|
| Date: | | Property: | | Unit #: | |
| Lease Term: | | Move-In Date: | | Tour Date: | |
| | | | | SQFT: | |

BUSINESS INFORMATION

| | | | |
|--------------------------------------|--|-----------------------------------|------------------|
| Assumed Registered Business Name: | | Tax Payer Identification # (TIN): | |
| Current Registered Business Address: | | | |
| Registered Owner(s): | | | |
| Business #: | | Emergency Contact #: | |
| Mobile #: | | Email Address: | |
| Use of Property: | | Usual Hours of Operation: | |
| Billing Mailing Address: | | | |
| Notification Mailing Address: | | | |
| Authorized Representative: | | Title: | Access (Yes/No): |
| Contact #: | | Email: | |
| Authorized Representative: | | Title: | Access (Yes/No): |
| Contact #: | | Email: | |
| Authorized Representative: | | Title: | Access (Yes/No): |
| Contact #: | | Email: | |
| Name to Appear on Tenant Directory: | | | |

PERSONAL INFORMATION

1st Applicant

| | | | |
|----------------------------|--|-------------|--|
| First, Middle & Last Name: | | | |
| Driver's License & State: | | SSN #: | |
| Bank : | | Account #: | |
| Home Address: | | | |
| City, State, & Zip-Code: | | | |
| Current Home #: | | Cellular #: | |



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PERSONAL INFORMATION

| | | | |
|---------------------------------|--|-------------|--|
| 2nd Applicant | | | |
| First, Middle & Last Name: | | | |
| Driver's License & State: | | SSN #: | |
| Bank : | | Account #: | |
| Home Address: | | | |
| City, State, & Zip-Code: | | | |
| Current Home #: | | Cellular #: | |

EMPLOYMENT INFORMATION

| APPLICANT | | 2 nd Applicant | |
|--|--|--|----|
| Employer/Company: | | Employer/Company: | |
| Company Address: | | Company Address: | |
| Number of years employed & Salary: | | Number of years employed & Salary: | |
| | | | \$ |
| Work Number: | | Work Number: | |
| Applicant's Vehicle (Year, Make, Model): | | 2 nd Applicant's Vehicle (Year, Make, Model): | |

EMERGENCY CONTACT* Must Have

| | | | | |
|----------|--|---------|---------------|-------------|
| Name: | | | Relationship: | |
| Home #: | | Work #: | | Cellular #: |
| Address: | | | | |

TRADE REFERENCES

| | | | |
|--------------|--|----------------|--|
| Name: | | Relationship: | |
| Company: | | Company Title: | |
| Co. Phone #: | | Alternate #: | |



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| | | | |
|---------------------|--|-----------------------|--|
| Name: | | Relationship: | |
| Company: | | Company Title: | |
| Co. Phone #: | | Alternate #: | |

| | | | |
|---------------------|--|-----------------------|--|
| Name: | | Relationship: | |
| Company: | | Company Title: | |
| Co. Phone #: | | Alternate #: | |

As a good faith, client has paid via (circle): Check / Money Order / Cashier's Check to hold said unit: \$ _____

Applicant agrees to the following that should be received prior to or at lease signing, on said unit.

Security Deposit: \$ _____ Date: _____

First Months Rent: \$ _____ Date: _____

The above information is represented to be true and correct and is provided to The Broker Company in order for applicant to rent said unit. The Broker Company is hereby authorized to contact and make appropriate inquiry from the available sources, references and banks listed below. It is understood that any information provided or obtained as a result of this Credit Application will be kept confidential and will be used only to evaluate the Applicant's credit. The applicant agrees to pay and all rents according to the terms as listed in the rental contract.

APPLICANT SIGNATURE: _____ Date: _____

APPLICANT SIGNATURE: _____ Date: _____

LEASING AGENT'S SIGNATURE: _____ Date: _____



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APPROVAL STATUS – AUTHORIZED MANAGEMENT ONLY

APPROVED: _____ NOT APPROVED*: _____ DATE: _____

LANDLORD'S/AUTHORIZED REPRESENTATIVE'S SIGNATURE: _____

FOR PROPERTY MANAGEMENT USE ONLY

| | | | | | |
|-----------------------|--|--------------------------|-------|----------------------|--|
| Application Received: | | Move-In Inspection Date: | | M/I Inspection Date: | |
| Square Feet: | | Monthly Rent: | | Deposit: | |
| Leasing Agent: | | | Date: | | |

State why applicant(s) were not approved for future record: _____

Concessions: _____

Landlord T/I Allowance: _____

Tenant Improvements: _____

Number of Office Keys provided _____. Additional office keys requested _____ at \$ _____ per office key, total cost to be billed back to tenant: \$ _____.

Number of Access Cards provided _____. Additional access cards requested _____ at \$ _____ per access card, total cost to be billed to tenant: \$ _____.

Provided with _____ Men Restroom Keys & _____ Women's Restroom Keys.

RENT SCHEDULE:

| Lease Term | | Rent Increase | Monthly Rent | CAM Fees | Total Rent | Yearly Rent | 30 Day Notice Date |
|-------------|------|---------------|--------------|----------|------------|-------------|--------------------|
| Six Months: | Thru | | | | | | |
| Year one: | Thru | | | | | | |
| Year two: | thru | | | | | | |
| Year three: | thru | | | | | | |
| Year four: | thru | | | | | | |
| Year five: | thru | | | | | | |
| Year six: | thru | | | | | | |
| Year seven: | thru | | | | | | |
| Year eight: | thru | | | | | | |
| Year nine: | thru | | | | | | |
| Year ten: | thru | | | | | | |

Entered Yardi: _____ Date: _____ Property Manager's Initials: _____