

COMMERCIAL CREDIT APPLICATION

**Applications will only be processed upon receipt of
an executed Offer to Rent, Holding Deposit &
a \$35 Screening Fee.**

Property Applying for: _____

The Screening Fee is charged to reimburse Owner/Agent for the actual costs related to screening an applicant, which includes obtaining a credit report, unlawful detainer search, and other screening reports (Cost: \$8.95) and processing and verifying screening information (Cost: ½ hour @ \$75/hour). Make checks payable to Premium Properties. The applicant is entitled to a copy of the credit report upon written request. Premium Properties' official screening policy and selection process is available on our website and upon request. In the event, a cosigner is required to qualify, an additional \$25 will be charged to screen each Cosigner Application. Cosigner fees will be collected at lease signing. Please note that upon acceptance applicant will sign a rental agreement prohibiting smoking in and around the property. In 2014, the city of Berkeley enacted BMC 12.70 Smoking Pollution Control which prohibits smoking in multifamily buildings and provides enforcement per Sections 12.70.035 & 12.70.037.

Business Information (If Corporation or LLC, Provide 2 Years Tax Returns)

Company Name: _____

Services Performed: _____

Business Type: Corporation Partnership Sole Proprietorship Other: _____

Years in Business: _____ Tax ID #: _____

Annual Gross Revenues: \$ _____ Annual Profit: \$ _____

Present Address: _____ From: ___ / ___ To: ___ / ___

City: _____ State: _____ Zip Code: _____

Own: Lender: _____ Payment (Mo.): \$ _____

Rent: Owner/Agent: _____ Rent (Mo.): \$ _____

Phone Number: _____

Reason for Leaving: _____

Guarantor Information

Name: _____ Social Security #: _____

Date of Birth: _____ Drivers License: _____ State of Registry: _____

E-mail Address: _____ Cell #: _____

Spouse: _____ Social Security #: _____

Date of Birth: _____ Drivers License: _____ State of Registry: _____

Children: _____ Ages: _____ Home Phone #: _____

E-mail Address: _____ Cell #: _____

Home Address

Present Address: _____ From: ___/___/___ To: ___/___/___
City: _____ State: _____ Zip Code: _____
 Own: Lender: _____ Payment (Mo.): \$ _____
 Rent: Owner/Agent: _____ Rent (Mo.): \$ _____
Phone Number: _____

Employment Information (Please include last 2 years' tax return and a recent pay stub)

Present Employer: _____ From: ___/___/___ To: ___/___/___
City: _____ Phone #: _____
Position: _____ Gross Salary (Mo.): \$ _____
Spouse's Employer: _____ From: ___/___/___ To: ___/___/___
City: _____ Phone #: _____
Position: _____ Gross Salary (Mo.): \$ _____

Liquidity Information (Please Specify & Provide Verification)

Name of Bank: _____ Branch/Address: _____
City: _____ State: _____ Zip Code: _____
Checking Account #: _____ Balance: \$ _____
Other Liquidity Source: _____ Balance: \$ _____
Have you ever filed for bankruptcy? _____

I, _____ recognize that this application for a commercial rental space is subject to acceptance or rejection. I hereby state that the information set forth above is true and correct and agree to furnish additional credit references and other documentation upon request. In addition, I authorize Owner/Agent to obtain reports that may include credit reports, unlawful detainer (eviction) reports, bad check searches, social security number verification, fraud warnings, previous tenant history and employment history. I consent to allow Owner/Agent to disclose tenancy information to previous or subsequent Owner/Agents.

Applicant Signature: _____ **Date:** _____

Applications will only be processed upon receipt of an executed Offer to Rent, Holding Deposit and all Screening Fees.

Pursuant to California law you have tenant screening fee rights, including the right to a copy of your consumer credit report if one is obtained with your screening fee, a refund of any unused portion of the fee and a receipt of the costs of the screening. This applies protection for the applicant for any payment, including but not limited to fees, deposit or charge. The landlord may claim fees, deposit or charge only for those amounts as are reasonably necessary for the purposes specified by the subdivision. Any fees, deposit or charge shall be held by the landlord for the tenant who is party to the lease agreement. For more information about your rights, please visit the following link: <http://www.leginfo.ca.gov/cgi-bin/displaycode?section=civ&group=01001-02000&file=1940-1954.1>