

Tenant Application



Date: _____
Name: _____ Phone _____
Home Address: _____

Business Name: _____ Phone _____
Address: _____
Permanent Mailing Address: _____

Ownership:

Individual Partnership Corporation Other
New Business? Yes No
New Location: Change Added
Previous Business Location: _____

Other Locations: _____ Phone _____
_____ Phone _____
_____ Phone _____

Driver's License #: _____ State: _____ D.O.B: _____
D & B Number: _____ Soc. Sec. # _____
Financial Statement: Yes No

Bank (Business) _____ Bank Officer _____
Bank Location _____ Acct. Number _____
Bank (Personal) _____ Bank Officer _____
Bank Location _____ Acct. Number _____

Business References:

Name _____ Phone _____
Address _____
Name _____ Phone _____
Address _____

Personal References:

Name _____ Phone _____
Address _____
Name _____ Phone _____
Address _____

In Case of Emergency, Contact:

Name _____ Phone _____
Address _____

The undersigned person(s) represent that all the above statements are true and complete and hereby authorize verification of such information.

Signed _____
By _____ Title _____

NOTES AND ACCOUNT RECEIVABLE

<u>Maker</u>	<u>Original Amount</u>	<u>Current Balance</u>	<u>Maturity and/or Payment Schedule</u>	<u>Collateral, if any</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

STOCKS AND BONDS

<u># of Shares</u>	<u>Name of Issuer</u>	<u>Where Traded</u>	<u>Market Value</u>	<u>Pledged (yes or no)</u>	<u>Registered in the Name of</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

LIFE INSURANCE

<u>Company</u>	<u>Policy Number</u>	<u>Face Amount</u>	<u>Cash Surrender or Loan Value</u>	<u>Policy Loan (if any)</u>	<u>Beneficiary</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

REAL ESTATE

<u>Loan and Description</u>	<u>Present Value</u>	<u>Monthly Income</u>	<u>Name on Title</u>	<u>Indebtedness</u>	
				<u>Lien Holder</u>	<u>Amount</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Are you a partner in any firm? _____ If so, please supply name and interest: _____
 Are there any judgments or suits pending against you and for what amount? _____
 Are any of your assets, other than those indicated on the schedule, pledged or hypothecated in any way? _____



Credit Authorization Form

NAME _____ SOCIAL SECURITY # _____

SPOUSE _____ SOCIAL SECURITY # _____

CURRENT ADDRESS _____ FORMER ADDRESS _____

I (We), the undersigned hereby give PRIMUS REAL ESTATE SERVICES, LLP permission to procure consumer credit report and release the report to any potential landlord, developer, management company, or any other entity requesting the information for a business transaction between the undersigned and the inquiring party. We further release PRIMUS REAL ESTATE SERVICES, LLP and all associated parties from any liability pertaining to acquiring and disseminating this credit report.

SIGNATURE _____

DATE _____

SPOUSE'S SIGNATURE _____

DATE _____

Texas law requires all real estate licensees to give the following information about brokerage services to prospective buyers, tenants, sellers and landlords.

Information About Brokerage Services

Before working with a real estate broker, you should know that the duties of a broker depend on whom the broker represents. If you are a prospective seller or landlord (owner) or a prospective buyer or tenant (buyer), you should know that the broker who lists the property for sale or lease is the owner's agent. A broker who acts as a subagent represents the owner in cooperation with the listing broker. A broker who acts as a buyer's agent represents the buyer. A broker may act as an intermediary between the parties if the parties consent in writing. A broker can assist you in locating a property, preparing a contract or lease, or obtaining financing without representing you. A broker is obligated by law to treat you honestly.

IF THE BROKER REPRESENTS THE OWNER:

The broker becomes the owner's agent by entering into an agreement with the owner, usually through a written listing agreement, or by agreeing to act as a subagent by accepting an offer of subagency from the listing broker. A subagent may work in a different real estate office. A listing broker or subagent can assist the buyer but does not represent the buyer and must place the interests of the owner first. The buyer should not tell the owner's agent anything the buyer would not want the owner to know because an owner's agent must disclose to the owner any material information known to the agent.

IF THE BROKER REPRESENTS THE BUYER:

The broker becomes the buyer's agent by entering into an agreement to represent the buyer, usually through a written buyer representation agreement. A buyer's agent can assist the owner but does not represent the owner and must place the interests of the buyer first. The owner should not tell a buyer's agent anything the owner would not want the buyer to know because a buyer's agent must disclose to the buyer any material information known to the agent.

IF THE BROKER ACTS AS AN INTERMEDIARY:

A broker may act as an intermediary between the parties if the broker complies with The Texas Real Estate License

Act. The broker must obtain the written consent of each party to the transaction to act as an intermediary. The written consent must state who will pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligations as an intermediary. The broker is required to treat each party honestly and fairly and to comply with The Texas Real Estate License Act. A broker who acts as an intermediary in a transaction:

- (1) shall treat all parties honestly;
- (2) may not disclose that the owner will accept a price less than the asking price unless authorized in writing to do so by the owner;
- (3) may not disclose that the buyer will pay a price greater than the price submitted in a written offer unless authorized in writing to do so by the buyer; and
- (4) may not disclose any confidential information or any information that a party specifically instructs the broker in writing not to disclose unless authorized in writing to disclose the information or required to do so by The Texas Real Estate License Act or a court order or if the information materially relates to the condition of the property.

With the parties' consent, a broker acting as an intermediary between the parties may appoint a person who is licensed under The Texas Real Estate License Act and associated with the broker to communicate with and carry out instructions of one party and another person who is licensed under that Act and associated with the broker to communicate with and carry out instructions of the other party.

If you choose to have a broker represent you,

you should enter into a written agreement with the broker that clearly establishes the broker's obligations and your obligations. The agreement should state how and by whom the broker will be paid. You have the right to choose the type of representation, if any, you wish to receive. Your payment of a fee to a broker does not necessarily establish that the broker represents you. If you have any questions regarding the duties and responsibilities of the broker, you should resolve those questions before proceeding.

Real estate licensee asks that you acknowledge receipt of this information about brokerage services for the licensee's records.

Buyer, Seller, Landlord or Tenant

Date

Texas Real Estate Brokers and Salespersons are licensed and regulated by the Texas Real Estate Commission (TREC). If you have a question or complaint regarding a real estate licensee, you should contact TREC at P.O. Box 12188, Austin, Texas 78711-2188 or 512-465-3960.

