

Claus & Claus
668 South Foster Drive, Suite 201
Baton Rouge, LA 70806
Phone: 225-927-1982
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OFFICE LEASE APPLICATION (not a corporation)

ONE OR MORE INDIVIDUALS:

Name:	Social Security #:
Address:	Date of Birth:
Phone:	Driver's License #:
Email:	
Name:	Social Security #:
Address:	Date of Birth:
Phone:	Driver's License #:
Email:	

A BUSINESS OR PARTNERSHIP:

Name of Business: _____

Current address: _____

Email address: _____ Phone #: _____

Represented by: _____ Title of Representative: _____

Address of Representative: _____

Personal guarantee by:

Name:	Social Security #:
Address:	Date of Birth:
Phone:	Driver's License #"
Email:	

SQUARE FOOTAGE: _____ sq. ft. to be used as a _____ office.
LEASE PERIOD: _____ year (s), beginning on the _____ day of _____
and ending on the _____ day of _____.

PERSON TO CONTACT IN CASE OF AN EMERGENCY:

Name: _____ Address: _____

Home Phone: _____ Business Phone: _____ Cell Phone: _____

Email: _____

PERSON WHO WILL HANDLE RENT PAYMENTS:

Name: _____ Address: _____

Business Phone: _____ Email: _____

REFERENCES: List name and phone # of company previously leased from or other reference on back of application.

Permission is granted to Claus & Claus to verify any of the above information and obtain any additional history. A deposit is required to hold an office off the market. Deposit will be forfeited if applicant does not sign lease within 10 days of our receiving deposit or does not move in for any reason. Deposit will be refunded if application is not approved by Lessor.

Signed: _____ Position: _____ Date: _____