



# DINERMAN GROUP

## **CREDIT REVIEW**

Prospective Tenant:

Thank you for your interest in leasing space with Dinerman Group, LLC. We perform a thorough credit evaluation of our tenants and request that you provide us with the following:

*Entities:*

- Complete a Lease Application (Form included)
- The previous two years' year-end balance sheet and income statement
- Most recent year-to-date balance sheet and income statement
- Build-out budget for proposed space (updated and more specific as we move to lease execution)
- Business Plan (if a start-up, a forecast of income and expenses should be made showing the first year(s) of operation, noting funding sources)
- \$75 Lease Application Fee (non-refundable) paid by check or online at [dinerman.twa.rentmanager.com/applynow](http://dinerman.twa.rentmanager.com/applynow)

*Individuals/Guarantors (personal guarantees will be required if not an existing business or an inadequate signing entity):*

- Complete Lease Application (Form included)
- Last two years' personal tax returns (support schedules unnecessary)
- Personal financial statement (form included)
- Supporting documentation for any listed assets on your personal financial statement (recent bank and brokerage statements, real estate tax assessments, etc.)
- Copy of current Driver's License
- \$75 Lease Application Fee (non-refundable) paid by check or online at [dinerman.twa.rentmanager.com/applynow](http://dinerman.twa.rentmanager.com/applynow)

All information will be kept strictly confidential. Timely submission of ALL documentation will hasten the leasing process. Information can be submitted via the following direct [link](#), via e-mail, facsimile, or postal service (please indicate tenant name and property in all correspondence):

Dinerman Group, LLC  
900 Circle 75 Parkway  
Suite 250  
Atlanta, GA 30339  
Fax: (404) 631-6352  
[Justin@dinermangroup.com](mailto:Justin@dinermangroup.com)

We appreciate the opportunity to serve your needs.

Best Regards,

Dinerman Group, LLC



**PROSPECTIVE TENANT CREDIT APPLICATION**

COMPANY NAME: \_\_\_\_\_ Phone: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
E-mail address: \_\_\_\_\_ Years in Business: \_\_\_\_\_ Years at Current Location: \_\_\_\_\_  
Size of Current Premises: \_\_\_\_\_ Current Rent: \_\_\_\_\_ Number of Employees: \_\_\_\_\_  
Present Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_  
Proposed Use of Premises: \_\_\_\_\_  
Will any Hazardous Materials be Stored or used on the Premises? Yes  No  If yes, please attach list (i.e. MSDS sheets)

**TYPE OF BUSINESS ORGANIZATION: (Complete A, B or C)** [Please attach Financial Information noted below.]

**A. SOLE PROPRIETORSHIP:**

1. Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Residence Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Do you Own  or Rent ? For How Long? \_\_\_\_\_  
Social Security No: \_\_\_\_\_ Driver's License No: \_\_\_\_\_

**B. PARTNERSHIP:**

1. Name: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
Residence Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

2. Name: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
Residence Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

By signing below, you hereby declare that the representation of facts contained in the foregoing application are considered part of the lease and are true and correct. If any information herein contained is false, the lease made on strength of this application may, at the option of Landlord, be terminated at any time. ***By signing below, you authorize the Landlord to verify the above statements including, but not limited to, business and individual credit information, now or any time during the lease term.***

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**C. CORPORATION:** Federal Tax ID: \_\_\_\_\_ Date Incorporated: \_\_\_\_\_ State of Incorp.: \_\_\_\_\_  
 Parent Corp.: \_\_\_\_\_  Division/Subsidiary of: \_\_\_\_\_

**CORPORATE OFFICERS:**

1. Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Residence Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

2. Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Residence Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

By signing below, you hereby declare that you have been given authority by the Corporation listed above to represent the facts contained in the foregoing application, and that these facts are considered part of the lease and are true and correct. If any information herein contained is false, the lease made on strength of this application may, at the option of Landlord, be terminated at any time. ***By signing below, you authorize the Landlord to verify the above statements including, but not limited to, business credit information, now or any time during the lease term.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

LEASE GUARANTOR: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
 Residence Address: \_\_\_\_\_

LEASE GUARANTOR: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
 Residence Address: \_\_\_\_\_

By signing below, you hereby declare that the representation of facts contained in the foregoing application are considered part of the lease and are true and correct. If any information herein contained is false, the lease made on strength of this application may, at the option of Landlord, be terminated at any time. *By signing below, you authorize the Landlord to verify the above statements including, but not limited to, individual credit information, now or any time during the lease term.*

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**BANK REFERENCES:**

Checking: \_\_\_\_\_ Branch: \_\_\_\_\_ Account No.: \_\_\_\_\_  
 Savings: \_\_\_\_\_ Branch: \_\_\_\_\_ Account No.: \_\_\_\_\_

CREDIT REFERENCES:	Account No.	Phone	Contact
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

**FINANCIAL INFORMATION:**

**ENTITIES:**

- 2 Years of business financial statements, including balance sheet and income statements, prepared by and independent account.
- Authorization for entering into the transaction.

**INDIVIDUALS:**

- 2 Years of personal tax returns.
- A personal financial statement, prepared by an independent accountant.
- Verification of current assets – copies of investment accounts, banking references.

# Personal Financial Statement

Answer all questions using "no" or "none" where necessary.  
Please begin by completing schedules on reverse side.

<b>Personal Information</b>		Date of statement
Name (first, middle, last)		Birthdate
		Social security number
Home address (include apt.)		City, State, Zip
		How long?
Phone number	Fax number	E-mail address
Business/Employer		Title/Position
		How long?
Business address		City, State, Zip
		Phone number
Do you have any dependents? If yes, list ages		Do you have a will? If yes, name of executor
Have you ever taken bankruptcy? If yes, explain		Are you a defendant in any suits or legal actions?
Joint statement, list names of individuals whose assets, liabilities and income are included		
Present Landlord (if applicable) Address & Phone number		
<b>Assets</b>		<b>Liabilities</b>
Cash, on hand and unrestricted in banks from below	\$	Notes payable to banks
		Schedule 1
		\$
Accounts/Notes-receivable	\$	Notes and accounts due others
Schedule 2		Schedule 1
		\$
Cash surrender value life insurance. (Do not deduct loans)	\$	Loan(s) against life insurance
Schedule 3		Schedule 3
		\$
Listed (AMEX, NYSE) stocks, bonds, US Govt. Securities	\$	Brokers margin accounts
Schedule 4		\$
Other stocks and bonds	\$	Taxes accrued but unpaid
Schedule 4		\$
Real Estate at cost or market value	\$	Mortgages payable on real estate
Schedule 5		Schedule 5
		\$
Automobiles	\$	
	\$	
	\$	
	\$	
Other assets - itemize	\$	Other liabilities - itemize
	\$	
	\$	
	\$	
	\$	
	\$	
<b>Total Assets</b>	<b>\$</b>	<b>Total Liabilities</b>
		<b>\$</b>
<b>Net Worth</b>		
Subtract your total liabilities from total assets and enter figure to right		
<b>Contingent Liabilities</b>		
As guarantor or co-maker, legal claims on leases or contracts		
<b>Income Information</b>		<b>Banking Relationships</b>
Alimony, child support or separate maintenance income need not be revealed if you do not wish to have it considered as a basis for repaying this obligation		
	Monthly - Annual	
Salary (Gross)	\$	Name and address of bank
		Single (S) Joint (J) Trust (T)
Bonus and commissions, dividends, interest	\$	Cash
Rental Income	\$	Balance
Other - itemize	\$	
	\$	
	\$	
<b>Total Income</b>	<b>\$</b>	<b>Total Cash (list in Assets above)</b>
		<b>\$</b>

I warrant that there is no judgment against me nor lien unsatisfied upon my property except as shown, nor prior suit pending against me in any court, that no assets are pledged in any manner not shown herein, and that this statement is true and complete and is offered for the purpose of obtaining credit. Dinerman Group, LLC is authorized to check my (our) credit and employment history, and to answer questions about its credit experience with me (us). With joint credit, all applicants must sign.

Date \_\_\_\_\_ Signature \_\_\_\_\_ (Seal) \_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_ (Seal) \_\_\_\_\_

Please Complete Schedules on Reverse Side

# Supplementary Schedules (Take totals to front)

Attach additional pages if necessary

<b>Schedule 1 Debts/Credit Lines</b> (Include home equity and any other open-end revolving credit, even if unused)					
Name and address of bank	Endorsement or collateral (describe)	Credit line	Original amount	Unpaid balance	Monthly payment
			\$	\$	\$
			\$	\$	\$
			\$	\$	\$
			\$	\$	\$
		Total	\$	\$	\$
Name and address of others			\$	\$	\$
			\$	\$	\$
			\$	\$	\$
			\$	\$	\$
		Total	\$	\$	\$

<b>Schedule 2 Accounts, Loans, and Notes Receivable</b>					
Maturity date	Name and address of debtor	Amount owing	Description or nature of debt	Description of security held	Repayment terms
		\$			
		\$			
		\$			
		\$			
		Total	\$		

<b>Schedule 3 Life Insurance</b>									
Face amount	Name of insured	Beneficiary	Insurance Co.	of policy	Surrender value	Loans against policy	Yearly premium	Type of policy	Is policy assigned?
					\$	\$	\$		
					\$	\$	\$		
					\$	\$	\$		
					\$	\$	\$		
					Total	\$	\$		

<b>Schedule 4 Stocks, Bonds and US Government Securities</b>							
Description of Security	Registered in name of	Face value (bonds) No of shares (stocks)	Market value/share	Total market value	Pledged Yes/No	Listed (L) on NYSE, AMEX Unlisted (U) Government Security (G)	
			\$	\$			
			\$	\$			
			\$	\$			
			\$	\$			
			Total Listed	\$			
			Total Unlisted	\$			

<b>Schedule 5 Real Estate</b>								
Description or address to include city and state	Title in name of	Date acquired	Cost	Market value	Tax value	Original amount	Unpaid balance	Monthly payment
			\$	\$	\$	\$	\$	\$
			\$	\$	\$	\$	\$	\$
			\$	\$	\$	\$	\$	\$
			Total	\$	\$	\$	\$	\$

<b>Previous Credit References</b>					
Name and address	List names of banks, finance companies or other concerns where credit has been obtained	Date	Account number	Type of account	High credit