



RCG VENTURES

PROSPECTIVE TENANT INFORMATION PACKAGE



TENANT INFORMATION REQUEST

Thank you for your interest in leasing space. In order to process a proposal with the Landlord, we need the following information.

- Lease in the name of the Individual (s) or Lease with Guarantor(s):
 1. Personal Financial Statement (signed & dated);
 2. Copy of Social Security Card;
 3. Copy of Driver's License;
 4. Completed Tenant Information Sheet.

- Lease in the Name of a Corporation:
 1. Profit & Loss Statement, current year-to-date;
 2. Profit & Loss Statement for the last full calendar year;
 3. Copy of Articles of Incorporation;
 4. Completed Tenant Information Sheet;
 5. Tax Identification Number and Proof of Number.



TENANT INFORMATION SHEET

Location: _____ Space/Suite #: _____
Shopping Center Name

Prospective Tenant's Name: _____

Name of Business: _____

Trade Name: _____ Corporate Name: _____

Business Use (Please define): _____

Permanent Business Address: _____

Business Telephone #: _____ Tax ID #: _____

Contact Person & Position: _____

Ownership: _____ Corporation _____ Year Incorporated _____ State _____ Partnership _____ Individual

Home Address of Person Signing Lease: _____

Years at this address: _____ Birthdate of Person Signing Lease: _____

Social Security Number of Person Signing Lease: _____

Operate in Other Locations? _____ Yes _____ No

If there are other locations, do they operate under the same name? _____ Yes _____ No

If No, please describe prior retail experience:

Address & Names of other locations:

I, We the undersigned, authorize RCG Ventures, LLC to obtain a credit report on me/us or the business.

To cover the expense of these credit reports, I have enclosed a check or money order in the amount of \$25 (for individual) / \$60 (for business/corporation), payable to RCG Ventures, LLC.

Signature of Tenant

Date



AUTHORIZATION FOR RELEASE OF FINANCIAL INFORMATION PROPERTY

ON THIS ____ DAY OF _____, 20____, intending to be legally bound and in consideration of the sum of Twenty-Five Dollars (\$25.00) paid by me (us) to RCG Ventures, LLC. I (we) irrevocably authorize RCG Ventures, LLC, and their authorized agents and employees (all herein referred to as RCG Ventures) to obtain, from any credit reporting agency all records, histories, summaries, reports, investigations and any other information (all herein referred to as Information) pertaining to my (our) personal credit history including matters for which I am (or we are or have been individually or jointly) responsible as guarantor. I (we) also authorize the release of information pertaining to my (our) bank account at _____, account number(s) _____. I (we) hereby forever release, remise and discharge RCG Ventures, from any claims, suits, liabilities, actions or causes of action, contracts or warranties which may arise directly or indirectly, remotely or proximately from RCG Ventures' use or obtaining any of the foregoing Information. However, it cannot provide or show me a copy of any Information obtained nor can it discuss any specific Information or items. RCG Ventures shall use all reasonable efforts to maintain the confidentiality of all Information received in accordance with this Authorization. A copy of this Authorization shall be as valid and binding as the original. I (we) have read and executed this Authorization on the date first above recited.

Signature: _____

Date of Birth: _____

Printed Name: _____

Social Security #: _____

Home Phone: _____

Current Residential Address:

Former Residential Address:

(2nd Party)

Signature: _____

Date of Birth: _____

Printed Name: _____

Social Security #: _____

Home Phone: _____

Current Residential Address:

Former Residential Address:



Please answer all questions using "No" or "None" where necessary.

PRESENT LANDLORD CONTACT NAME	ADDRESS	TELEPHONE #:
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BANK ACCOUNT – PERSONAL

NAME OF BANK

ACCOUNT BRANCH NAME

PERSONAL BANK ADDRESS

ACCT # CHECKING

ACCT # SAVINGS

BANK ACCOUNT – COMPANY / BUSINESS

NAME OF BANK

ACCOUNT BRANCH NAME

COMPANY / BANK ADDRESS

BUSINESS ACCT # CHECKING

ACCT # SAVINGS

CREDIT REFERENCES (Include Finance Companies, Banks, Mortgage Holders, etc.)

	NAME OF CREDITOR	ADDRESS	TELEPHONE
1.	_____		
2.	_____		

LANDLORD REFERENCES

	NAME OF CREDITOR	ADDRESS	TELEPHONE
1.	_____		
2.	_____		

PERSONAL REFERENCES

	NAME OF CREDITOR	ADDRESS	TELEPHONE
1.	_____		
2.	_____		



RCG VENTURES

NAME: _____ POSITION / OCCUPATION: _____

BUSINESS NAME: _____

The following is submitted for the purpose of procuring, establishing and maintaining credit with you in behalf of the undersigned or persons, firms, or corporations in whose behalf the undersigned may either severally or jointly with others execute a guaranty in your favor. The undersigned warrants that this financial statement is true and correct and that you may consider the statement as continuing to be true and correct until a written notice of a change is given to you by the undersigned.

DATE: _____

PLEASE DO NOT LEAVE ANY QUESTIONS UNANSWERED. USE "NO" OR "NONE" WHERE NECESSARY.

ASSETS				LIABILITIES			
Cash on hand & in banks				Notes payable to banks-secured			
Marketable Securities-See schedule A				Notes payable to banks-unsecured			
Non-marketable Securities-See Schedule B				Due to brokers			
Securities held by broker in margin accounts				Amounts payable to others-secured			
Restricted or control stocks				Amounts payable to others-unsecured			
Partial interest in Real Estate equities-see Schedule C				Accounts & bills due			
Real Estate Owned-See Schedule D				Unpaid income tax			
Loans Receivable				Other unpaid taxes & interest			
Automobiles & other personal property				Real estate mortgages payable-See Schedule D			
Cash value-life insurance-See Schedule E				Other debts-itemize:			
				TOTAL LIABILITIES			
				NET WORTH			
TOTAL ASSETS				TOTAL LIABILITIES & NET WORTH			

Are all bad and doubtful assets excluded from this statement? _____ If no, explain: _____

Income taxes settled through what date? _____ Additional assessments \$ _____



ANNUAL SOURCES OF INCOME		PERSONAL & GENERAL INFORMATION	
Salary, bonus & commission	\$	Do you have a will? If yes, name of executor:	
Dividends	\$		
Real Estate income	\$	Are you a partner or officer of any other venture?	
		Are you obligated to pay alimony, child support, or maintenance payments?	
Total	\$		
CONTINGENT LIABILITIES		Social Security No.	Age:
Do you have any contingent liabilities? If yes, give details:		Are any assets pledged?	
As endorser, co-maker or guarantor	\$	Are you a defendant in any suits or legal actions?	
On leases or contracts	\$		
Legal claims	\$	Personal Bank Accounts carried at:	
Other special debt	\$		
Amount of Contested income tax liens	\$	Have you ever taken bankruptcy? Explain:	



CONFIDENTIAL

Schedule A – U.S. Governments & Marketable Securities				
No. of Shares or Face Value (Bonds)	Description	In Names of	Total Market Value	Source of Value

Schedule B – Non-Marketable Securities				
Description of Securities	No. of Shares Outstanding	Book Value Per Financial Statement Dated:	No. of Shares Owned	Total Value

Schedule C – Partial Interests in Real Estate Equities						
Location of Property	% of Ownership	Type	Yr. of Purchase	Cost or Market	Mortgage	Value of Equity

Schedule D – Real Estate Owned						
Description of Property & Improvements	Date Acquired	Title in Name of	Cost	Market Value	Mortgage	
					Amount	Maturity

Schedule E – Life Insurance Carried, Incl. N.S.L.I. & Group Insurance				
Face Amount	Name of Company	Beneficiary	Cash Surrender Value	Loans

Schedule F – Names of Banks or Finance Companies where credit has been obtained				
Name & Address	Original Date	High Credit	Owe Currently	Secured or Unsecured

THE UNDERSIGNED CERTIFIES THAT BOTH SIDES HEREOF AND THE INFORMATION INSERTED THEREIN HAS BEEN CAREFULLY READ AND IS TRUE, CORRECT AND COMPLETE.

SIGNATURE: _____