



**MAISON REAL ESTATE AGENTS**  
Address: Level 1, 445 Keilor Rd Niddrie VIC 3042  
Email: [info@maisonreal.com.au](mailto:info@maisonreal.com.au) / [priscillaselloyee@maisonreal.com.au](mailto:priscillaselloyee@maisonreal.com.au)

**CONFIDENTIAL**

**HOW DID YOU FIND OUT ABOUT THIS PROPERTY?**

- ☐ Internet (please state website) \_\_\_\_\_  
☐ For Lease Sign  
☐ Referral  
☐ Other

**Date:...../...../ .....**


**COMMERCIAL LEASING APPLICATION FORM**


ADDRESS OF THE PROPERTY:	
NAME OF APPLICANT / COMPANY:	
FULL REGISTERED NAME OF COMPANY:	
ACN NUMBER:	
ABN NUMBER:	
REGISTERED ADDRESS:	
PRINCIPLE TRADING ADDRESS:	
BUSINESS NUMBER:	
FAX NUMBER:	
MOBILE NUMBER:	
EMAIL:	
ACCOUNTS EMAIL:	
PROPOSED BUSINESS TO BE CONDUCTED AT THE PREMISES:	
GUARANTOR/DIRECTOR FULL NAME:	
ADDRESS:	
EMAIL:	
MOBILE NUMBER:	
LENGTH OF TIME IN OPERATION: (IF LESS THAN THREE YEARS; STATE PREVIOUS BUSINESS OR EXPERIENCE)	

## PROPOSED LEASE DETAILS


COMMENCEMENT DATE OF LEASE:			
LENGTH OF LEASE:			
FURTHER LEASE LENGTH OPTIONS/TERMS:			
<b>ANNUAL RENT:</b> PLUS GST (IF APPLICABLE) PER ANNUM			
<b>REVIEW OF RENT:</b> ANNUALLY ON THE ANNIVERSARY OF THE COMMENCEMENT DATE (Select Preference)	Fixed Increase% <input type="radio"/>	CPI <input type="radio"/>	Market Value <input type="radio"/>
<b>BOND/SECURITY DEPOSIT:</b> AT ALL TIMES EQUAL TO THREE (3) MONTHS RENT + GST			
<b>FIRST MONTHS RENT IN ADVANCE:</b> EQUAL TO ONE (1) RENT + GST			
<b>SUPPORTING DOCUMENTS:</b> 1. 100 Points of identification; all applicants /company directors  2. Three (3) written references  3. Business history and business plan.  4. Bank account statement confirming cash balance.	5. Accountant certified proof of earnings for last financial year and/or current year.  6. Accountant certified Statement of Profit/Loss and or Statement of Assets/Liabilities  7. Accountants letter of advice and recommendation.  8. Any other relevant information.		

### FREE UTILITY CONNECTION SERVICE






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to save money on energy  
at home?**



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connect cheap energy + other services.



**PLEASE NOTE:**

1. This application is subject to owner's approval.
2. As part of the negotiations, the landlord may request as a special condition that the Commercial Lease preparation fees are to be payable by the tenant. (Please note: This is not applicable should your usage of the premises be of a retail nature, due to the Retail Leases Act 2003).
3. No representation is made by the owner or agent as to the suitability of the premises for any purpose.
4. No action shall be taken by the applicant against the landlord or the agent should any circumstances arise whereby the property is not available for occupation on the due date.

Personal information collected by Maison Real Estate Agents in the course of this application and any subsequent tenancy is necessary for us to verify your identity, to process and evaluate your application and to manage the property. Such information may be disclosed to other parties as permitted by the *Privacy Act 2000 including*; the landlord, references, other agents and operators of tenancy databases. If information is not provided we may not be able to process your application or manage the tenancy.

<b>APPLICANT/S FULL NAME:</b>	
<b>APPLICANT/S SIGNATURE:</b>	