

Oasis Commercial Center
R.S. Diaz Avenue
First Philippine Industrial Park
Sto. Tomas, Batangas
Tel nos: (02)914-4147 to 49 loc. 201

LEASING APPLICATION FORM

STEP 1	Please accomplish the form completely in typewritten form or use block letters in dark ink.		
STEP 2	Submit the completed applications to: kathleen.raquelsantos@fpip.com		
STEP 3	Submit the requirements listed under V. Note: Only those who have submitted <u>all the requirements</u> will be evaluated and kept in our active file.		
I. COMPANY			
COMPANY/TRADE NAME		INDUSTRY	
FORM OF BUSINESS	<input type="checkbox"/> SOLE PROPRIETORSHIP	<input type="checkbox"/> PARTNERSHIP	<input type="checkbox"/> CORPORATION
HEAD OFFICE ADDRESS			
TELEPHONE NOS.		FAX NO.	EMAIL ADDRESS
SSS NO.		TIN	WEBSITE
FRANCHISOR (If applicant is a franchisee)		COMPANY NAME	
		EMAIL ADDRESS	TELEPHONE NOS.
II. CONTRACT SIGNATORY/CONTACT PERSON			
NAME	POSITION TITLE		
RESIDENCE			
TIN	SSS NO.	CTC NO./DATE/PLACE OF ISSUE	
III. BUSINESS BACKGROUND			
MERCHANDISE MIX (with % distribution) AND PRICE RANGE		EXISTING BRANCHES	
AREA REQUIREMENT (sqm.)			
IV. OTHER BUSINESSES/AFFILIATES			
<u>COMPANY NAME</u>	<u>LINE OF BUSINESS</u>	<u>ADDRESS</u>	<u>TELEPHONE NO.</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(Sign over Printed Name)

Date: _____

V. Please submit together with this application form the following documents:

1. Letter of Intent (specify line of business and target market)
2. Company Profile
3. Colored pictures of existing branches
4. Brochures of merchandise/services
5. Menu (for food concepts)
6. Latest audited financial statements and/or bank certification
7. SEC Certificate of Registration, Articles of Incorporation and By-Laws (for Corporations or Partnerships)
8. DTI Certificate of Registration
9. BIR Certificate of Registration
10. Franchise Agreement (if applicant is a franchisee)
11. SEC, DTI and BIR Certificates of Registration of Franchisor
12. Valid government- issued ID of Contact Person with picture, signature, and address (SSS/Pag-Ibig/Philhealth, TIN, Senior Citizen's ID, Voter's ID, Postal ID, Passport, Driver's License)