



TENANT INFORMATION SHEET

OWNER INFORMATION			
Name of Unit Owner/s		Unit No.	Total Unit Area
Parking Slot No.	Contact Number	Mobile Number	Email Address
Unit Owner's Representative (If any):	Contact Number	Broker/Property Specialist	Contact Number
TENANT'S PERSONAL DATA			
Last Name		First Name	Middle Name
Home / Permanent Address			
Preferred Billing Address			
Telephone Number	Fax Number	Mobile Number	E-mail Address
Citizenship	Date of Birth		Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
Civil Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widow/er			
Occupation	Company Name / Office Address		Office Number
Person to notify in case of emergency		Contact Number	Email Address
VEHICLE INFORMATION			
Vehicle Brand / Make		Color	Plate No. / Parking Slot No.
UNIT OCCUPANTS			
Name		Age	Sex / Relation to Tenant
(1)			
(2)			
(3)			
LEASE TERMS AND CONDITIONS			
Period Covered		Move In Date	
Term of Contract		Renewable	
PREFERRED MANNER OF COMMUNICATION			
<input type="checkbox"/> Mobile Number	<input type="checkbox"/> Office Number	<input type="checkbox"/> Email Address	Others: (Please specify) _____

I HEREBY CERTIFY THAT ALL ABOVE INFORMATION ARE ACCURATE.

TENANT'S SIGNATURE

UNIT OWNER/REP. SIGNATURE

All information contained herein shall be treated with confidentiality.