

**PROSPECTIVE LESSEE QUESTIONNAIRE**  
**(One-Year Lease)**

**PROSPECTIVE LESSEE**

Name of prospective lessee exactly as it will appear on the Lease:

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Address of prospective lessee for purposes of notice or communication relating to the Lease:

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Prospective lessee intends to operate the business with which this proposal is concerned as a Sole Proprietorship (    ); Partnership (    ); Corporation (    ); or \_\_\_\_\_.

Explain:

## **PROSPECTIVE LESSEE QUESTIONNAIRE**

### **PARTNERSHIP STATEMENT**

If a partnership, please answer the following:

1. Date of Organization \_\_\_\_\_
2. General Partnership ( )  
Limited Partnership ( )
3. Statement of Partnership recorded? Yes ( ) No ( )  
Date \_\_\_\_\_ Book \_\_\_\_\_ Page \_\_\_\_\_ County \_\_\_\_\_
4. Has the partnership done business in Ventura County?  
Yes ( ) No ( ) When? \_\_\_\_\_
5. Name, address, and partnership share of each general partner:

Name	Address	Share

6. Name, address and partnership share of each limiter partner:

Name	Address	Share

## **PROSPECTIVE LESSEE QUESTIONNAIRE**

### **CORPORATION STATEMENT**

If a corporation, answer the following:

1. When incorporated? \_\_\_\_\_
2. Where incorporated? \_\_\_\_\_
3. Is the corporation authorized to do business in California? Yes ( ) No ( )

If so, as of what date? \_\_\_\_\_

4. The corporation is held: Publicly ( ) Privately ( )
5. If publicly held, how and where is the stock traded?

\_\_\_\_\_  
\_\_\_\_\_

6. List the following:

	Authorized	Issued	Outstanding
No. of voting shares:			
No. of non-voting shares			
No. of shareholders:			
Value per share of common stock:			
Par Value: \$			
Book: \$			
Market: \$			

7. Furnish the name, title, address, and the number of voting and non-voting shares of stock held by each officer, director, shareholder not an officer or director owning the largest number of voting shares of stock and shareholder not an officer or director owning the largest number of non-voting shares of stock.

## **PROSPECTIVE LESSEE QUESTIONNAIRE**

### **FINANCIAL DATA**

#### **Financial Statement**

Attach a copy of your latest financial statements (balance sheet and income statement). Please be prepared to substantiate all information shown therein.

All information required to be provided by this paragraph shall be treated as confidential except in any litigation or arbitration proceedings between prospective lessee and County, and except also that County may divulge such information to a governmental agency, department or employee demanding the information.

## **PROSPECTIVE LESSEE QUESTIONNAIRE**

### **METHOD OF OPERATION**

Describe your plan for development and operation of the property which you propose to lease.  
Discuss any optional services and uses which you will seek permission to provide.

## **PROSPECTIVE LESSEE QUESTIONNAIRE**

### **ESTIMATE OF GROSS RECEIPTS**

Provide your estimate of the expected average annual gross receipts to be derived from each use or service on the property which you propose to lease.

## **PROSPECTIVE LESSEE QUESTIONNAIRE**

### **EXPERIENCE STATEMENT**

Enumerate in detail the duration and extent of your business experience with special emphasis upon experience with business of the type to which this proposal relates. Also, enumerate in detail the pertinent experience of the persons who will be directly involved in development and management of the business to which this proposal relates.

## **PROSPECTIVE LESSEE QUESTIONNAIRE**

### **OTHER INFORMATION**

Please provide any other information which you feel will be helpful in evaluating your ability to successfully develop and operate facilities covered by the proposed lease.



## **PROSPECTIVE LESSEE QUESTIONNAIRE**

### **REFERENCES**

List four persons or firms with whom you have conducted business transactions during the past three years. At least two of the references named are to have knowledge of your debt payment history.

#### **Reference No. 1**

Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Nature and magnitude of purchase, sale, loan, business association, etc.

\_\_\_\_\_

\_\_\_\_\_

#### **Reference No. 2**

Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Nature and magnitude of purchase, sale, loan, business association, etc.

\_\_\_\_\_

\_\_\_\_\_

## **PROSPECTIVE LESSEE QUESTIONNAIRE**

### **Reference No. 3**

Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Nature and magnitude of purchase, sale, loan, business association, etc.

\_\_\_\_\_

\_\_\_\_\_

### **Reference No. 4**

Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Nature and magnitude of purchase, sale, loan, business association, etc.

\_\_\_\_\_

\_\_\_\_\_

## **PROSPECTIVE LESSEE QUESTIONNAIRE**

### **PERSONAL DESCRIPTION AND RELEASE**

I acknowledge and agree that all the statements contained in the Prospective Lessee Questionnaire are complete and accurate and that any omission, inaccuracy or misstatement shall be cause for rejection of the lease proposal. I hereby authorize the County of Ventura to make any inquiry or investigation (credit check, police check, etc) it deems appropriate to substantiate or supplement information contained in this questionnaire, and authorizes the release to County of any and all information sought in such inquiry or investigation.

Full Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Date of Birth \_\_\_\_\_

Place of Birth \_\_\_\_\_

Social Security Number \_\_\_\_\_

Signed: \_\_\_\_\_ Date \_\_\_\_\_

Note:

The above information shall be provided for each proposer, or partner (general or limited), or principal of a corporation submitting a proposal.