

**GOOD SHEPHERD CENTER TENANT APPLICATION FORM**

1. Organization \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

2. Size of space needed & desired lease term: \_\_\_\_\_  
\_\_\_\_\_

3. Describe your organization. (Include: Purpose, profit/non-profit, types of activities, when founded, etc.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Describe how your organization intends to use the space and how your intended use rates according to the goals and other criteria. (See Prospective Tenant Rating Sheet and Tenant Selection Policies and Procedures.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Anticipated number of staff: \_\_\_\_\_  
Anticipated number of clients/Volunteers: \_\_\_\_\_  
Anticipated number of vehicles per day: \_\_\_\_\_  
(If this varies please describe and explain) \_\_\_\_\_  
\_\_\_\_\_

6. References (Include former landlords, bank, creditors)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
name (print) signature date  
\_\_\_\_\_  
title

**Please return this form via:**

**Fax: 206-622-1197**

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Attn: Kji Kelly  
1117 Minor Avenue  
Seattle, WA 98101**

**Email: [kjik@historicseattle.org](mailto:kjik@historicseattle.org)**