



# MICROBUSINESS ENTERPRISE CENTER

## Virtual Membership Application

Name of Business: \_\_\_\_\_ Date: \_\_\_\_\_

Principal Owner(s): \_\_\_\_\_ Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Business Email: \_\_\_\_\_

Type of Business: For-Profit  Non-Profit

Business Tax ID Number: \_\_\_\_\_ Business License Number: \_\_\_\_\_

What services do you offer? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What services do you need?

\_\_\_\_\_

\_\_\_\_\_

Level 1  Level 2  Level 3

\$60.00/Day, \$10.00/Hour \$80.00/Month \$90.00/ Month per office

How long do you need to use Virtual Office Lab? \_\_\_\_\_

Desired Occupancy Date: \_\_\_\_\_

When and how long do you need to use Conference Room? \_\_\_\_\_

**Certification and Authorization:**

By signing this document, the applicant certifies that he/she is choosing to use the Virtual Lab located in the Microbusiness Enterprise Center and will adhere to building occupancy guidelines located in the Tenant Handbook. The applicant also assumes all responsibility for their clients conduct and the property usage.

The signer certifies that he/she is authorized to execute the application for the business named above and that all the information in this application are true, correct and complete. Pursuant to the Fair Housing Law, MBEC/DCED will not refuse any services or space usage because of race, creed, color, religion, national origin, handicap and or familiar status.

In the event the signer request use of the Virtual Lab as a Virtual Member longer than two months, a background check must be run. There is a \$30.00 fee charged.

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

I hereby authorize the MBEC in conjunction with the DCED to make independent investigations to determine my credit, financial and character standing. I authorize any person or credit checking agency having any information on me to release any and all such information to the owner, their agent, or credit checking agencies. I hereby release , remise, and forever discharge from any action whatsoever, in law and equity, all owners, managers, employees and or agents, both of the Landlord and their credit checking agencies in connection with processing, investigating , or credit checking this application, and will hold them harmless from any suit or reprisal whatsoever. I declare that a photocopy of my signature shall be as valid as the original.

Member Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

MBEC Staff Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_