



**NEW BUSINESS RENTAL INCENTIVE PROGRAM**

**PART A –BUSINESS OWNER APPLICATION**

The New Business Rental Incentive Program seeks to reduce area vacancies and facilitate the establishment of new businesses in previously underutilized areas of the City. The intent of the program is to facilitate business growth and expansion by assisting businesses in leasing space. All grant award decisions of the Tomball Economic Development Corporation (TEDC) Board of Directors are discretionary and final. Through the Program, the TEDC will provide up to 25% of the base monthly rent for the first year of operation only, not to exceed \$10,000 per business.

**Business Owner Applicant Information**

Name of Business: The Garza Agency

Current Business Physical Address: 4600 HWY 6 N. Ste. 103

City, State & Zip Houston, Texas 77084

Mailing Address: Same

City, State & Zip \_\_\_\_\_

Business Phone: 281-656-8340

Business Website: www.thegarzaagency.com

Business Owner Name: Gabriel Garza

Applicant's Name (if different): \_\_\_\_\_

Position /Title: Owner

Phone and Email: 281-656-8340 gabriel@thegarzaagency.com

Nature of Business: Insurance and Financial Services

NAICS Code: 524126

Legal Form of Business:

- Sole Proprietor
- Partnership Number of Partners \_\_\_\_\_
- Corporation
- Limited Liability Corp
- Other \_\_\_\_\_

Days and Hours of Operation

Days Open: M-F

Hours Open: 9-5:30

Business Start/Opening Date 9/2006

## Employees

Full Time Employees (40 hours per week): 13

Part Time Employees (less than 40 hours per week): 0

Does the Business Owner Have any Relationship to the Property Owner/Landlord?

No  Yes  (please explain)

Property is being purchased in the name of GP+3 LLC and will lease back to The Garza Agency

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## Moving and Space Improvement Cost and Funding Information

### Investment Data

Tenant Space Improvement (finish) \$ 50,000

Landlord Space Improvement (finish) \$ \_\_\_\_\_

Equipment and Display \$ \_\_\_\_\_

Product Stock (for Opening) \$ \_\_\_\_\_

Marketing (First Year) \$ 20,000

### Sources of Funding for Move/Expansion

Funds invested by owner \$ 100,000

Funds from other sources\* \$ \_\_\_\_\_

Total estimated cost to move/expand \$ 170,000

\* Source of Funding and Amounts Cash on hand and revenue

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## New Lease Property Information

Address of space to be leased: \_\_\_\_\_

Total amount of square feet to be leased and occupied: 1800

Term of lease (minimum 3 years): 5 years

Gross rental rate \$ \_\_\_\_\_ per month \$ \_\_\_\_\_ per s.f.

Additional lease terms and other monthly charges: \_\_\_\_\_

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Indicate any rate increases: \_\_\_\_\_



## Certification

By signing below, the Business Owner of record (applicant) understands and agrees to the following:

1. All information contained in this application, the attached exhibits and other materials submitted in connection with this application are true and accurate to the best of the business owner's knowledge. Business owner understands and agrees that false or untruthful information may be grounds for the TEDC to stop processing this application or to withdraw any approval previously obtained based in whole or in part on such false or untruthful statements.
2. The TEDC is under no obligation to approve the request contained in the application. No promises of approval are conveyed with the acceptance of this application.
3. All tax obligations to the City of Tomball are current.
4. The business is currently in good standing with the City, and has no pending municipal code violations.
5. The business is not currently occupying the space with or without a lease in place.
6. The APPLICANT hereby certifies that the APPLICANT does not and will not knowingly employ an undocumented worker. An "undocumented worker" shall mean an individual who, at the time of employment, is not (a) lawfully admitted for permanent residence to the United States; or (b) authorized under the law to be employed in that manner in the United States. APPLICANT understands and agrees that if, after receiving a Grant, APPLICANT is convicted of a violation under 8 U.S.C. Section 1324a(f), the APPLICANT shall be required to reimburse to the TEDC the grant amount received. Payments must be paid in full within thirty (30) days after the date of written notification by the TEDC. The form of such payment shall be a cashier's check or money order, made payable to the Tomball Economic Development Corporation. The TEDC has the right to recover court costs and reasonable attorney's fees as a result of any civil action required to recover such repayment.

**Gabriel Garza**

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Printed Name of Principal Owner

*Gabriel C. Garza*

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Signature

**8.23.2023**

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Date

**Please submit the completed application along with a copy of the Proposed Lease Agreement to:**

Kelly Violette

Tomball Economic Development Corporation

29201 Quinn Road, Suite B

Tomball, TX 77375

**For further questions about the Program, please contact Kelly Violette, Executive Director, at 281.401.4086 or [kviolette@tomballtxedc.org](mailto:kviolette@tomballtxedc.org).**



**NEW BUSINESS RENTAL INCENTIVE PROGRAM**

**PART B – PROPERTY OWNER/LANDLORD APPLICATION**

**Complete all items carefully and accurately to the best of your knowledge and return with a copy of Proof of Ownership to:**

Kelly Violette  
Tomball Economic Development Corporation  
29201 Quinn Road, Suite B  
Tomball, TX 77375

Property Address: 28427 SH 249, Tomball, Texas 77375

Property Owner of Record: \_\_\_\_\_

Mailing Address: 4600 HWY 6 N. Ste 103

City, State & Zip Houston, Texas 77084

Phone: 281-656-8340 Email: gabriel@thegarzaagency.com

Name(s) of Authorized Signatories: Gabriel Garza and Patricia Garza

Name of Management Company: \_\_\_\_\_

Name of Representative/Contact Person: \_\_\_\_\_

Management Company Address: \_\_\_\_\_

City, State & Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of proposed business at site:

The Garza Agency

Name of business owner:

Gabriel Garza and Patricia Garza

DOES THE BUSINESS OWNER OR THE BUSINESS HAVE ANY RELATIONSHIP TO THE PROPERTY OWNER/LANDLORD? NO  YES  Please explain

Property is being purchased in GP+3 LLC which I own and will then lease back to The Garza Agency

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

**SITE & LEASE INFORMATION**

Total amount of square feet to be leased and occupied by business: 1800

Term of lease: 5 years

Gross rental rate \$ \_\_\_\_\_ per month \$ \_\_\_\_\_ per s.f.

Additional lease terms and other monthly charges: \_\_\_\_\_

Indicate any rate increases: \_\_\_\_\_

Is the subject space currently vacant? Yes  No

If yes, how long has the space been vacant? \_\_\_\_\_ months

Name of previous tenant: Davis Chiropractor

Previous Rental Rate: \$ unknown Per Month \$ unknown Per Square Foot

**CERTIFICATIONS**

**Are all real estate and personal property taxes due the City of Tomball paid in full?**

Subject Property: YES  NO  (Please explain on supplemental sheet)

Other Properties: YES  NO  N/A

**Are all City of Tomball water and sewer bills due paid in full?**

Subject Property: YES  NO  (Please explain on supplemental sheet)

Other Properties: YES  NO  N/A

**Have you been cited for any existing zoning, building or property maintenance code violations that remain uncorrected?**

Subject Property: YES  NO  (Please explain on supplemental sheet)

Other Properties: YES  NO  N/A

**Are you involved in any litigation with the City of Tomball?**

YES (Please explain on supplemental sheet)

NO

**By signing below, the Landlord/Property Owner of record understands and agrees to the following:**

1. All information contained in this application, the attached exhibits and other materials submitted in connection with this application are true and accurate to the best of the land owner's knowledge. Landowner understands and agrees that false or untruthful information may be grounds for the TEDC to stop processing this application or to withdraw any approval previously obtained based in whole or in part on such false or untruthful statements.
2. The TEDC is under no obligation to approve the request contained in the application. No promises of approval are conveyed with the acceptance of this application.
3. All tax obligations to the City of Tomball are current.
4. The property is currently in good standing with the City, and has no pending municipal code violations.
5. The business is not currently occupying the space with or without a lease in place.

**Gabriel Garza**

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Printed Name of Property Owner/Landlord

*Gabriel C. Garza*

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Signature

**8.23.2023**

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Date