

MODERNE

K E W G A R D E N S

RENTAL APPLICATION

For office use only

Date _____ Agent _____
Community _____
Apt. No. _____ Rent \$ _____

Notice: Co-Applicant must complete a separate Rental Application Form

The Undersigned hereby makes application to rent unit number _____ located at _____

beginning on _____, at monthly rental of \$ _____

PLEASE TELL ME ABOUT YOURSELF

FULL NAME _____ Phone () _____

Date of Birth _____ Social Security No. _____

Driver's Lic. No. & State _____ E-mail Address _____

CO-APPLICANT _____ Relationship _____ Phone () _____

Date of Birth _____ Social Security No. _____ Driver's Lic No. & State _____

Names of all other occupants _____ Total Number of Occupants _____

How Many Pets? _____ Kind of Pet, Breed, Weight, and Age _____

PLEASE GIVE YOUR RESIDENCE HISTORY FOR THE PAST 3 YEARS (Beginning With Most Current)

CURRENT ADDRESS _____

Month & Year Moved In _____ Reason for Leaving _____

Owner or Agent _____ Phone () _____ Monthly Payment \$ _____

PREVIOUS ADDRESS _____

Month & Year Moved In _____ Reason for Leaving _____

Owner or Agent _____ Phone () _____ Monthly Payment \$ _____

PREVIOUS ADDRESS _____

Month & Year Moved In _____ Reason for Leaving _____

Owner or Agent _____ Phone () _____ Monthly Payment \$ _____

PLEASE GIVE YOUR EMPLOYMENT INFORMATION

YOUR STATUS: Employed Full-Time Employed Part-Time Student Retired Not Employed

CURRENT EMPLOYER (Or Most Recent) _____

Address _____ Phone () _____

Dates Employed / From _____ To _____ Position _____

Supervisor _____ Your Gross Monthly Salary \$ _____ Household Gross Monthly Income \$ _____

PREVIOUS EMPLOYER _____

Address _____ Phone () _____

Dates Employed / From _____ To _____ Position _____

Supervisor _____

If there are other sources of income you would like us to consider, please list income, source and person (Banker, Employer, ect.) who we could contact for confirmation. You do NOT have to reveal alimony, child support or spouse's annual income unless you want us to consider it in this application.

Amount \$ _____ Per _____ Source _____ Telephone _____

PLEASE LIST YOUR BANK AND CREDIT REFERENCES

YOUR BANKS	City-State/Branch	Acct. Number & Type	Telephone
1			
2			

YOUR CREDIT REFERENCES	City-State	Acct. Number	Telephone
1			
2	PLEASE LEAVE EMPTY		
3			

Total Number Of Vehicles (Including Company Vehicles) _____

Make/Model _____ Year _____ Color _____ Tag No./State _____

Make/Model _____ Year _____ Color _____ Tag No./State _____

Other Car, Motorcycle, etc. _____

**PROCEDURE TO RENT FORM Phone/
Text/Fax: 866-495-5395**

PLEASE FILL OUT AND SCAN/PDF THE FOLLOWING TO ME. One per person. Please note JPEG or pictures turned into pdfs are not acceptable the paperwork must be very clear.

1. Fill out the application fully with all information. Make sure to answer the four questions on the top of the second page and don't forget to sign and date in the middle of the page. Please write clearly presentation counts. Also use complete addresses including the zip code. When putting your job information make sure you put a phone number where the landlord can verify if you work there.
2. An employment letter issued within the last 30 days detailing A) annual salary, B) position, c) length of time at job, and D) providing a contact person to confirm information. LETTER MUST BE SIGNED AND ON LETTERHEAD. E-mailed letters without signature are not acceptable. If you are starting a new job an offer letter may be used if very recent and signed and contains the information above. The landlord may at its discretion request a letter of employment if they are not comfortable with just an offer letter. For students please provide a letter of good standing or a class transcript. Offer letters are fine if issued within the last 30 days. For companies that use ""the work number" please do a self verification with salary key and send to me. The landlord will not use the work number. Self employed applicants please use a CPA letter.
3. Last 3 consecutive Pay stubs
4. CLEAR Proof of ID with photo such as a drivers license or passport
5. A copy of the first two pages of your 2017 Income tax form 1040 AND 2017 W2. Two years full tax return is required for a guarantor OR self employed.
6. Bank Statement with FULL NAME and Full Account Number. If printing from online DOWNLOAD your statement. A minimum three months of rent is required in a LIQUID bank account for approval. That mean a checking or savings. You may submit money market or investment accounts to help your cause but the three month minimum must be in a checking or savings account(s)

Once the application is complete it will be processed in 48-72 business hours.

Requirements:

- **A minimum combined income of 35x the monthly rent is required to rent in addition to good credit. If tenants are unable to display such income, a guarantor earning 70x the monthly rent can be used.**



New York State
DEPARTMENT OF STATE
Division of Licensing Services
P.O. Box 22001
Albany, NY 12201-2001

Customer Service: (518) 474-4429
www.dos.state.ny.us

New York State Disclosure Form for Landlord and Tenant

THIS IS NOT A CONTRACT

New York State law requires real estate licensees who are acting as agents of landlords and tenants of real property to advise the potential landlords and tenants with whom they work of the nature of their agency relationship and the rights and obligations it creates. This disclosure will help you to make informed choices about your relationship with the real estate broker and its sales agents.

Throughout the transaction you may receive more than one disclosure form. The law may require each agent assisting in the transaction to present you with this disclosure form. A real estate agent is a person qualified to advise about real estate.

If you need legal, tax or other advice, consult with a professional in that field.

Disclosure Regarding Real Estate Agency Relationships

Landlord's Agent

A landlord's agent is an agent who is engaged by a landlord to represent the landlord's interest. The landlord's agent does this by securing a tenant for the landlord's apartment or house at a rent and on terms acceptable to the landlord. A landlord's agent has, without limitation, the following fiduciary duties to the landlord: reasonable care, undivided loyalty, confidentiality, full disclosure, obedience and duty to account. A landlord's agent does not represent the interests of the tenant. The obligations of a landlord's agent are also subject to any specific provisions set forth in an agreement between the agent and the landlord. In dealings with the tenant, a landlord's agent should (a) exercise reasonable skill and care in performance of the agent's duties; (b) deal honestly, fairly and in good faith; and (c) disclose all facts known to the agent materially affecting the value or desirability of property, except as otherwise provided by law.

Tenant's Agent

A tenant's agent is an agent who is engaged by a tenant to represent the tenant's interest. The tenant's agent does this by negotiating the rental or lease of an apartment or house at a rent and on terms acceptable to the tenant. A tenant's agent has, without limitation, the following fiduciary duties to the tenant: reasonable care, undivided loyalty, confidentiality, full disclosure, obedience and duty to account. A tenant's agent does not represent the interest of the landlord. The obligations of a tenant's agent are also subject to any specific provisions set forth in an agreement between the agent and the tenant. In dealings with the landlord, a tenant's agent should (a) exercise reasonable skill and care in performance of the agent's duties; (b) deal honestly, fairly and in good faith; and (c) disclose all facts known to the agent materially affecting the tenant's ability and/or willingness to perform a contract to rent or lease landlord's property that are not consistent with the agent's fiduciary duties to the tenant.

Broker's Agents

A broker's agent is an agent that cooperates or is engaged by a listing agent or a tenant's agent (but does not work for the same firm as the listing agent or tenant's agent) to assist the listing agent or tenant's agent in locating a property to rent or lease for the listing agent's landlord or the tenant agent's tenant. The broker's agent does not have a direct relationship with the tenant or landlord and the tenant or landlord can not provide instructions or direction directly to the broker's agent. The tenant and the landlord therefore do not have vicarious liability for the acts of the broker's agent. The listing agent or tenant's agent do provide direction and instruction to the broker's agent and therefore the listing agent or tenant's agent will have liability for the acts of the broker's agent.

Dual Agent

A real estate broker may represent both the tenant and the landlord if both the tenant and landlord give their in-

formed consent in writing. In such a dual agency situation, the agent will not be able to provide the full range of fiduciary duties to the landlord and the tenant. The obligations of an agent are also subject to any specific provisions set forth in an agreement between the agent, and the tenant and landlord. An agent acting as a dual agent must explain carefully to both the landlord and tenant that the agent is acting for the other party as well. The agent should also explain the possible effects of dual representation, including that by consenting to the dual agency relationship the landlord and tenant are giving up their right to undivided loyalty. A landlord and tenant should carefully consider the possible consequences of a dual agency relationship before agreeing to such representation. A landlord or tenant may provide advance informed consent to dual agency by indicating the same on this form.

Dual Agent with Designated Sales Agents

If the tenant and the landlord provide their informed consent in writing, the principals and the real estate broker who represents both parties as a dual agent may designate

a sales agent to represent the tenant and another sales agent to represent the landlord. A sales agent works under the supervision of the real estate broker. With the informed consent in writing of the tenant and the landlord, the designated sales agent for the tenant will function as the tenant's agent representing the interests of and advocating on behalf of the tenant and the designated sales agent for the landlord will function as the landlord's agent representing the interests of and advocating on behalf of the landlord in the negotiations between the tenant and the landlord. A designated sales agent cannot provide the full range of fiduciary duties to the landlord or tenant. The designated sales agent must explain that like the dual agent under whose supervision they function, they cannot provide undivided loyalty. A landlord or tenant should carefully consider the possible consequences of a dual agency relationship with designated sales agents before agreeing to such representation. A landlord or tenant may provide advance informed consent to dual agency with designated sales agents by indicating the same on this form.

This form was provided to me by Ari Silverstein (print name of licensee) of The Silverstein Collection

(print name of company, firm or brokerage), a licensed real estate broker acting in the interest of the:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Landlord as a (check relationship below) | <input type="checkbox"/> Tenant as a (check relationship below) |
| <input checked="" type="checkbox"/> Landlord's agent | <input type="checkbox"/> Tenant's agent |
| <input type="checkbox"/> Broker's agent | <input type="checkbox"/> Broker's agent |
| <input type="checkbox"/> Dual agent | |
| <input type="checkbox"/> Dual agent with designated sales agent | |

For advance informed consent to either dual agency or dual agency with designated sales agents complete section below:

- Advance informed consent dual agency
 Advance informed consent to dual agency with designated sales agents

If dual agent with designated sales agents is indicated above: _____ is appointed to represent the tenant; and _____ is appointed to represent the seller in this transaction.

(I) (We) _____ acknowledge receipt of a copy of this disclosure

form: signature of { } Landlord(s) and/or { } Tenant(s):

Date: _____

Date: _____



PROCESSING CHARGE

By signing below, I _____ am agreeing to pay The Silverstein Collection LLC, a processing charge of **\$500** pertaining to the leasing of apartment at Kew Moderne. Once we have the processing charge and ALL necessary paperwork (within 48 hours of providing the processing charge and application fee), we will then work on getting you approved by the landlord/management company and getting you leases to sign.

PLEASE NOTE THE FOLLOWING:

The processing fee is 100% REFUNDABLE if we are unable to get you the above apartment if you are not approved, or the apartment is no longer available.

You MUST submit all paperwork due or the application will not be considered by management. The landlord will respond within 48 business hours to 1 week of receiving a COMPLETE application package. Once approved, leases must be signed within 48 hours of approval. Should the tenant not sign within this time frame the processing fee is non refundable. Please note that rent and security are due in certified funds only at the lease signing unless otherwise stated in writing.

Once approved and leases signed the processing charge will be refunded.

MOST IMPORTANTLY-if you are not 100% sure that you want this apartment, or don't think that you can complete the transaction within the time frame described

Agent

Applicant

Date

Applicant