

RG REALTY GROUP OF NEW YORK INC

216 WEST 104TH STREET, SUITE # B
PHONE: 212-837-1835

NEW YORK, NEW YORK 10025
FAX: 646-519-3955

RENTAL APPLICATION

Thank you for your application. Please complete all the information requested.

Today's Date: _____ Name of Agent: _____

Address of desired apartment: _____ Apt: _____

Rent: \$ _____ Security Deposit: \$ _____

Lease begins: _____ Lease ends: _____

PERSONAL INFORMATION

APPLICANT'S FULL NAME _____

Work Telephone # _____ Home Telephone # _____ Cell# _____

S.S.# _____ / _____ / _____ Date of Birth: _____ / _____ / _____

E-Mail Address: _____

Current Address: _____ City _____ State _____ Zip _____

Less than 2 Yrs.: _____ City _____ State _____ Zip _____

Length of Time at Current Address _____ Past _____ Landlord/Mortgage Holder _____

Landlord Telephone # _____ Monthly Rent \$ _____

Reason for Moving _____

Has Landlord ever sued for non-payment of rent or repossession? Yes No

Other Residents **Relationship** **Age**

1. _____

2. _____

3. _____

Do you have any pets or intend to have a pet? Yes No Please specify _____

Emergency Contact: Name: _____ Telephone # _____

CO-APPLICANT/GUARANTOR'S FULL NAME _____

Home Telephone # _____ Cell# _____ Work Telephone # _____

S.S.# _____ / _____ / _____ Date of Birth: _____ / _____ / _____

Current Address: _____ City _____ State _____ Zip _____

Less than 2 Yrs.: _____ City _____ State _____ Zip _____

Length of Time at Current Address _____ Past _____ Landlord/Mortgage Holder _____

Landlord Telephone # _____ Monthly Rent \$ _____

Reason for Moving _____

Has Landlord ever sued for non-payment of rent or repossession? Yes No

APPLICANT'S EMPLOYMENT INFORMATION

Current Status: Employed Full-Time Part-Time Student Unemployed Retired

EMPLOYED BY _____ For how long? _____

Employer's Address _____

Supervisor: _____ Telephone # _____

Annual Income _____ Bonus _____ Other Income: _____

Source: _____

PREVIOUS EMPLOYER _____ For how long? _____

Previous Employer Address _____

Supervisor: _____ Telephone # _____

CO-APPLICANT/GUARANTOR'S EMPLOYMENT HISTORY

Current Status: Employed Full-Time Part-Time Student Unemployed Retired

EMPLOYED BY _____ For how long? _____

Employer's Address _____

Supervisor: _____ Telephone # _____

Annual Income _____ Bonus _____ Other Income: _____

Source: _____

BANKING AND PROFESSIONAL REFERENCES

BANK NAME _____ Branch Address _____

Banking Officer _____ Telephone # _____

Account # _____ Checking Savings Securities

ATTORNEY _____ ACCOUNTANT _____ Telephone # _____

Address _____

The Landlord will in no event be bound, nor will possession be given, unless and until a lease executed by the Landlord has been delivered to the Tenant. The applicant and his references must be satisfactory to the Landlord.

R & C Realty shall in no event be liable as respects any matter concerning this application, or concerning any act of the Landlord or failure to act on the part of the Landlord in connection with this application, or in connection with any lease or leases contemplated herein. No representations or agreements by agents, brokers or others are binding on the Landlord or Agent unless included in the written lease proposes to be executed.

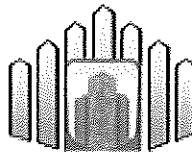
I hereby warrant that all my representations set forth above are true. I recognize the truth of the information contained herein is essential. I further represent that I am not renting a room or an apartment under any other name, nor have I even been dispossessed from any apartment, nor am I now being dispossessed. I represent that I am over 18 years of age.

I have been advised that I have the right, under section 8068 of the Fair Credit Reporting Act, to make a written request, directed to the appropriate credit reporting agency, within reasonable time, for a complete and accurate disclosure of the nature and scope of any credit investigation. I understand that upon submission, the application and all documents become property of the Owner or Agent and will not be returned to me under any circumstances.

I authorize a credit search by social security number. There will be a non-refundable charge of \$150.00 application fee per person. This payment can be made in cash or by money order. I authorize the verification of all information in this application and its release to the Landlord, Landlord's Agent or other parties connected with the lease contemplated herein. I will present any other information required by the Landlord or Agent in connection with the lease contemplated herein.

APPLICANT'S SIGNATURE _____ DATE _____

CO-APPLICANT/GUARANTOR'S SIGNATURE _____ DATE _____



RC REALTY GROUP OF NEW YORK INC.
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NEW YORK, NEW YORK 10025

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Required Information for Apartment Rentals

- Signed RC Realty Group of New York Inc. Rental Application and Credit Check Form, along with a non-refundable payment of \$150.00 per person. This credit check payment must be made in cash or by money order. Each person occupying the apartment must undergo a credit check. Additionally, if guarantors are involved, each guarantor will have to pay for a credit check. There are no exceptions.
- At times, there will be the requirement for an "additional background/criminal check" (depending on the landlord), in which case a \$25.00 per person (non-refundable fee) would also be payable to RC Realty Group of New York Inc., in the same manner.
- Last two (2) years of tax returns of each person that will occupy the apartment.
- Three months copies of recent pay stubs; if pay-stubs are not available, then a "hire letter" from the firm where you are to commence work, stating your intended salary and bonus on company letterhead, signed by a manager, VP or HR person.
- Three months copies of recent bank statements.
- Three months copies of your latest rent checks and/or a landlord letter stating that you are a tenant in good standing and that your rent has been paid in a timely manner during the length of your previous lease. If you are a student coming out of school, this element is waived, but will be required to be provided by your guarantor.
- Two (2) letters of reference, one personal, and one professional from either an employer, or work associate or colleague, or trade association you are affiliated with.
- Copies of any asset statements, (401K's), brokerage accounts, along with copies of any other asset statements (i.e., real estate holdings etc).
- Photocopy of your driver's license and social security card. Resident aliens will be required to provide a copy of their passport along with a copy of their resident visa and/or Green Card
- If the building has a pet policy, a photo of your cat or dog will be required.
- Additionally, guarantors will be required to provide copies of last three months rent or mortgage payments in and/or real estate holdings in addition to the above elements.
- Out of tri-state area (NY, NJ or CT) guarantor's area allowed contingent on building, landlord/managing agent. Not all New York landlords accept out of tri-state area guarantors.

FINANCIAL SUMMARY

ASSETS	LIABILITIES
Cash In Bank _____	Notes Payable _____
Savings & Loan Shares _____	To Bank _____
Earnest Money Deposit _____	To Relatives _____
Investments: Stocks & Bonds - see schedule _____	To Others _____
Business _____	Installment: Accounts Payable _____
Accts & Notes Receivable _____	Automobile _____
Real Estate Owned - see schedule _____	Other _____
Furniture _____	Other Accts Payable _____
Automobile(s): Year & Make _____	Mortgage Payable on Real Property _____
Personal Property _____	Unpaid Real Estate Taxes _____
Life Insurance _____	Unpaid Income Taxes _____
Cash Surrender Value _____	Loans on Life-Insurance _____
Other Assets - Itemize _____	- Include Prem. Adv. _____
	Other Debts - Itemize _____
	(attach a separate page)
TOTAL ASSETS _____	TOTAL LIABILITIES _____
	NET WORTH _____
	TOTAL LIABILITIES & NET WORTH _____

