



RENTAL APPLICATION

Apartment No.: _____ Building: _____

Monthly Rent: \$ _____ Proposed Occupancy Date: _____

How did you find out about this apartment? If broker or super please fill in their name _____

Building Sign _____ Chestnut Website _____ Internet _____ Broker _____ Super _____ Friend _____ Other _____

APPLICANT INFORMATION:

Name: _____

Soc. Sec. #: _____ / _____ / _____ DOB: _____

Present Address: _____ Apt. No.: _____

City: _____ State: _____ Zip Code: _____

Home Tel. No.: () _____ Work Tel. No.: () _____

Email: _____ Present Landlord: _____

Landlord's Address: _____ City: _____ State: _____ Zip: _____

Landlord's Tel. No.: () _____ Current Rent Per Month: \$ _____

Years at present address: _____ Reason for Moving: _____

Previous Address: _____ City: _____ State: _____ Zip: _____

Employer: _____ Position: _____

Supervisor: _____ Tel. No.: () _____

Employed From _____ to _____ Annual Income: \$ _____

List Previous Employment for Past 5 Years / Position / Dates / Supervisor:

Other Annual Income, describe nature and amount (i.e., investments, trust funds, etc.):

Bank Name: _____ Checking Account No.: _____

Bank Name: _____ Savings Account No.: _____

Address of any additional residences owned or leased: _____

Rent, mortgage or other maintenance or carrying charges: _____

CO-APPLICANT or GUARANTOR (please circle)

Name: _____

Soc. Sec. #: _____ / _____ / _____ DOB: _____

Present Address: _____ Apt. No.: _____

City: _____ State: _____ Zip Code: _____

Home Tel. No.: () _____ Work Tel. No.: () _____

Email: _____ Present Landlord: _____

Landlord's Address: _____ City: _____ State: _____ Zip: _____

Landlord's Tel. No.: () _____ Current Rent Per Month: \$ _____

Years at present address: _____ **Reason for Moving:** _____

Previous Address: _____ City: _____ State: _____ Zip: _____

Employer: _____ Position: _____

Supervisor: _____ Tel. No.: () _____

Employed From _____ to _____ Annual Income: \$ _____

Other Annual Income, describe nature and amount (i.e., investments, trust funds etc.):

Bank Name: _____ Checking Account No.: _____

Bank Name: _____ Savings Account No.: _____

Address of any additional residences owned or leased: _____

Rent, mortgage or other maintenance or carrying charges: _____

GENERAL INFORMATION:

List All Other Occupants That Will Be Living in the Apartment:

Name	Relationship	SS #	DOB

Does applicant(s) wish to maintain any pets? and, if so, please specify: _____

Have any of the proposed residents ever been subject to a collection action? _____ Yes _____ No
 Have any of the proposed residents ever filed for bankruptcy? _____ Yes _____ No
 If you have filed for Chapter 7 you will be automatically denied.
 Have any of the proposed residents ever been sued for an eviction or non-payment of rent? _____ Yes _____ No
 Have any of the proposed residents ever been convicted of any crime? _____ Yes _____ No
 If yes to any of the above, describe circumstances: _____

Does applicant(s) intend to use the apartment as a primary residence? _____ Yes _____ No
 Does applicant(s) intend to conduct any business from the apartment? _____ Yes _____ No

In Emergency Contact: _____

Address: _____ Tel. No. _____

TELEPHONE NUMBER WHERE YOU CAN BE REACH ON MONDAY THUR FRIDAY BETWEEN
 THE HOURS OF 9:00A.M. – 4:00 P.M. (____) _____.

THE FOLLOWING INFORMATION MUST BE SUBMITTED WITH YOUR APPLICATION (ITEMS 1-7). YOUR APPLICATION WILL NOT BE PROCESSED WITHOUT COMPLETE AND ACCURATE INFORMATION:

- 1- Copy of your last 2 years Tax Returns
- 2- Copies of your last two (2) to four (4) pay stubs
- 3- Copy of your last six (6) rent receipts or cancelled checks for your current apartment
- 4- Copy of your most recent bank statements (both savings and checking accounts)
- 5- Copy of Picture ID, i.e., Driver's License or Alien Card or Passport, **along with** copy of social security card
- 6- Copy of I-551 Permanent Green Card. If you are not a permanent resident & you do not provide us with a copy of your I-551 then you will be automatically denied.
- 7- Letter from current employer
- 8- Letter from current Landlord or copy of current lease
- 9- Copy of current utility bill (con ed/home phone) from current residence

I declare that the statements contained in this application are true and correct; if any information is found to be false, any lease, which may be subsequently executed, may be declared null and void by the landlord. Applicant understands that only the landlord may rent the apartment, and that the landlord does not discriminate because of race, religion, age or sex. Landlord complies with Fair Housing Rules.

I hereby authorize Chestnut Holdings of New York, Inc. to conduct inquiries concerning my income, credit, residence, family composition, character and reputation for the purpose of verifying information provided by me on my apartment rental application to the above named company. This also gives Chestnut Holdings of New York, Inc. permission to verify income, credit, and family composition any time during their lease or if in default anytime thereafter.

Please be advised, by your submission of an application to rent an apartment, you are hereby agreeing to pay a **NON-REFUNDABLE APPLICATION FEE OF \$50.00 (Manhattan \$100) PER EACH ADULT ON THE APPLICATION IN THE FORM OF A MONEY ORDER. PLEASE NOTE THAT WE DO NOT RETURN OR PHOTOCOPY ANY OF YOUR SUBMITTED DOCUMENTS.**

X _____
Signature of Applicant

X _____
Signature of Co-Applicant / Guarantor

Sworn to before me this

Sworn to before me this