



APARTMENT RENTAL APPLICATION

BROKER'S FIRM / AGENT NAME / PHONE NUMBER: _____

APPLICANT NAME: _____ SS#: _____ DOB: _____ / _____ / _____

EMAIL ADDRESS: _____ PHONE: _____

BUILDING: _____ APT: _____ MOVE IN DATE: _____ LEASE TERM: _____

GUARANTOR: _____ PHONE: _____

PRESENT ADDRESS: _____ APARTMENT: _____

CITY, STATE, ZIP: _____

LENGTH OF TIME AT ADDRESS: _____ MONTHLY RENT: _____

LANDLORD: _____ LANDLORD PHONE: _____

REASON FOR MOVING: _____

PREVIOUS ADDRESS: _____ APARTMENT: _____

CITY, STATE, ZIP: _____

LENGTH OF TIME AT ADDRESS: _____ MONTHLY RENT: _____

LANDLORD: _____ LANDLORD PHONE: _____

REASON FOR MOVING: _____

EMPLOYER: _____ POSITION: _____

YEARLY SALARY: _____ TIME AT COMPANY: _____ SUPERVISOR: _____

ADDRESS: _____ PHONE: _____

OTHER SOURCES OF INCOME: _____

BANK REFERENCES:

CHECKING: _____ BRANCH: _____

SAVINGS: _____ BRANCH: _____

ACCOUNTANT: _____ ADDRESS: _____ PHONE: _____

CREDIT REFERENCES: _____

IN CASE OF EMERGENCY: _____ ADDRESS: _____ PHONE: _____

HAVE YOU EVER OR ARE YOU CURRENTLY SERVING IN THE MILITARY? _____

OCCUPANTS (PLEASE INCLUDE DESCRIPTION OF ANY PETS):

NAME:

AGE:

RELATIONSHIP TO TENANT:

This application is made subject to approval of BCB Property Management, Inc and may without designating cause be disapproved by them, it being agreed that any such disapproval shall not be considered a reflection upon the applicant. This application is to be made part of the lease entered into by the applicant and the landlord. The truth of the information contained herein is essential and the aforementioned property deems any answer or statement herein to be false or misleading, it shall be considered that any lease granted by virtue of this application may be cancelled at their option. I/We hereby authorize BCB Property Management, Inc to use any consumer reporting agency, credit bureau or other investigative agencies employed by such to investigate the reference herein listed or statement or other data obtained from me or from any other person pertaining to my employment history, credit, prior tenancies, character, general reputation, personal characteristics, and mode of living, to obtain a consumer report and such other credit information which may result thereby, and to disclose and furnish such information to the owner/agent listed above in support of this application. I have been advised that I have the right under sections 603/623 of the Consumer Credit Reporting Reform 1996 Act, to make a written request, within reasonable time, for a complete and accurate disclosure of the nature and scope of any investigation.

APPLICANT SIGNATURE

DATE



GUIDELINES:

Income requirements:

- 40 times the monthly rent

If you are an employee:

1. Employment letter stating position held, date of hire and yearly salary
2. Copies of 3 recent paystubs
3. Bank statements: checking & savings (most recent)
4. Landlord reference – stating the term of lease & payment history
5. Copy of valid photo ID (passport or state issued ID)
6. First pages of last two years tax returns

If you are self-employed:

1. First two pages of the last two years tax returns (1040)
2. Bank statements: checking & savings (most recent)
3. Landlord reference – stating the term of lease & payment history
4. Copy of valid photo ID. (passport or state issued ID)

Guarantor:

Income requirement: 80-100 x monthly rent (two guarantors are permitted)

- Verification same as above

Application Fees:

- \$50/\$55 Cash only – processing fee per tenant/guarantor

What to bring to lease signing:

- Two separate money orders/certified or cashier's checks for first month's rent and for security deposit

For more information please contact management office:

BCB Property Management Inc
515 Madison Avenue, New York, NY 10022
Tel: (212) 371 - 7352