

Application Residence History

Present Address _____ Apt.# _____ City _____ State _____ Zip _____
Home Tel. () _____ Date: From _____ To _____ Monthly Rent \$ _____
Present Landlord or Mortgage Holder's Name _____
Landlord's Tel. () _____ Reason for moving _____
Previous Address _____ Apt.# _____ City _____ State _____ Zip _____
Monthly Rent \$ _____ Previous Landlord or Mortgage Holder's Name _____
Previous Landlord's Tel. () _____ Reason for moving _____
Length of time at previous address _____ Has a Landlord ever sued for non-payment or repossession? Yes No

Application Banking and Credit Reference

Bank (I) _____ Branch Address _____
Account No. _____ Checking Savings Loan
Bank (II) _____ Branch Address _____
Account No. _____ Checking Savings Loan
Attorney _____ Address _____ Tel. () _____
Accountant _____ Address _____ Tel. () _____
Credit Reference _____ Address _____ Account No. _____

Application Employment

Present Status: Employed Full Time Part Time Unemployed Retired Student
Present Employer _____ Address _____ City _____ State _____ Zip _____
Tel. () _____ Supervisor _____ Position _____ Annual Salary \$ _____
Employment Date: From _____ To _____
Previous Employer _____ Address _____ City _____ State _____ Zip _____
Tel. () _____ Supervisor _____ Position _____ Annual Salary \$ _____
Employment Date: From _____ To _____
Other Income \$ _____ Source _____
(Alimony, Assets, Child Support, Social Security, Unemployment, Veteran's Supplement, etc.)

Additional Information

Number of Vehicles (Including Company Cars)
Make/Model _____ Year _____ Color _____ Tag Number _____ State _____
Make/Model _____ Year _____ Color _____ Tag Number _____ State _____
Driver's License Number _____ State _____
Do You Own Furniture? _____ Pets? Yes No Type/Breed _____ wt./lb. _____

Personal References

Name _____ Relationship _____ Address _____ Tel. () _____
Name _____ Relationship _____ Address _____ Tel. () _____

In Case of Emergency Notify

Name _____ Relationship _____ Address _____ Tel. () _____
Name _____ Relationship _____ Address _____ Tel. () _____

PLEASE TELL US OTHER INFORMATION ABOUT YOURSELF THAT MIGHT HELP US
EVALUATE YOUR APPLICATION

Co - Applicant Residence History

Present Address _____ Apt.# _____ City _____ State _____ Zip _____
Home Tel. () _____ Date: From _____ To _____ Monthly Rent \$ _____
Present Landlord or Mortgage Holder's Name _____
Landlord's Tel. () _____ Reason for moving _____
Previous Address _____ Apt.# _____ City _____ State _____ Zip _____
Monthly Rent \$ _____ Previous Landlord or Mortgage Holder's Name _____
Previous Landlord's Tel. () _____ Reason for moving _____
Length of time at previous address _____ Has a Landlord ever sued for non-payment or repossession? Yes No

Co - Applicant Banking and Credit Reference

Bank (I) _____ Branch Address _____
Account No. _____ Checking Savings Loan
Bank (II) _____ Branch Address _____
Account No. _____ Checking Savings Loan
Attorney _____ Address _____ Tel. () _____
Accountant _____ Address _____ Tel. () _____
Credit Reference _____ Address _____ Account No. _____

Co - Applicant Employment

Present Status: Employed Full Time Part Time Unemployed Retired Student
Present Employer _____ Address _____ City _____ State _____ Zip _____
Tel. () _____ Supervisor _____ Position _____ Annual Salary \$ _____
Employment Date: From _____ To _____
Previous Employer _____ Address _____ City _____ State _____ Zip _____
Tel. () _____ Supervisor _____ Position _____ Annual Salary \$ _____
Employment Date: From _____ To _____
Other Income \$ _____ Source _____
(Alimony, Assets, Child Support, Social Security, Unemployment, Veteran's Supplement, etc.)

Co - Additional Information

Number of Vehicles (Including Company Cars)
Make/Model _____ Year _____ Color _____ Tag Number _____ State _____
Make/Model _____ Year _____ Color _____ Tag Number _____ State _____
Driver's License Number _____ State _____
Do You Own Furniture? _____ Pets? Yes No Type/Breed _____ wt./lb. _____

Co - Personal References

Name _____ Relationship _____ Address _____ Tel. () _____
Name _____ Relationship _____ Address _____ Tel. () _____

Co - In Case of Emergency Notify

Name _____ Relationship _____ Address _____ Tel. () _____
Name _____ Relationship _____ Address _____ Tel. () _____

PLEASE TELL US OTHER INFORMATION ABOUT YOURSELF THAT MIGHT HELP US
EVALUATE YOUR APPLICATION

Authorization

PLEASE READ CAREFULLY BEFORE SIGNING:

I hereby warrant that all my representations set forth are true. I further represent that I am not renting a room or an apartment under any other name, nor have I ever been dispossessed from any apartment, nor am I now being dispossessed. I do hereby certify that I am over 18 years of age.

The Landlord will in no event be bound, nor will possession be given unless and until lease executed by the Landlord shall have been mailed or delivered to Tenant. The applicant and his references must be satisfactory to the Landlord. Any agent and/or any party connected with its business organization 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 representation or agreements by salesmen, brokers or other are to be binding on the Landlord or on Any Agent unless included in the written lease proposed to be executed. The truth of the information contained herein is essential and if 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.

In accordance with the TENANT FAIR CHANCE ACT, please be advised that the information provided by you in this application will be used to obtain a tenant screening report from: Tenant Alert, 11693 San Vicente Blvd. #165, Los Angeles, CA 90049, 866-272-8400. Consumers are entitled to one free tenant screening report from each consumer reporting agency annually by going on the internet to the website <http://www.annualcreditreport.com>. Consumers may dispute inaccurate or incorrect information contained in their report directly with the consumer reporting agency.

I/We hereby authorize Manhattan Skyline Mgt. Corp./ _____ to use any consumer reporting agency, credit bureau or other investigative agencies employed by such, to investigate the references here listed or statements 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 Section 606B of the Fair Credit Reporting Act, to make a written request, within a reasonable time, for a complete and accurate disclosure of the nature and scope of any investigation. There is a non-refundable fee of \$ _____ for each credit report payable in advance. One report is required for each applicant.

A MINIMUM ONE MONTH'S RENT ADMINISTRATIVE FEE WILL BE CHARGED IF APPLICATION IS CANCELLED BY APPLICANT OR APPLICANT FAILS TO PROVIDE REQUESTED INFORMATION IN CONNECTION WITH THIS APPLICATION WITHIN 24 HOURS OF REQUEST.

Signature of Applicant: _____ Date: _____

Signature of Spouse/Co-Applicant: _____ Date: _____

Information taken by: _____

I heard about this building through:

Brokerage Company: _____ (the "Broker")

Agent: _____

Newspaper: _____

Other: _____

1. I have have not) paid a fee for the apartment.
2. I have paid _____ (the "Broker") a fee for obtaining this apartment.

MANHATTAN SKYLINE MANAGEMENT CORPORATION

APPLICATION PROCESS

- Apartments are taken off the market for 24 hours upon receipt of a completed application and application fee
- A completed and signed application is to include a **\$100.00 non-refundable (per person) application fee (personal check or money order accepted-no cash or credit cards)**
- All required documents must be provided to the landlord within 24 hours after an application is submitted
- In addition, (2) separate certified or official bank checks representing the first month's rent and security deposit are required to hold the apartment until the application process is complete. Checks are made payable to: _____

INCOME REQUIREMENTS

- The applicant's annual income must be at least **45x** the monthly rent
- If a guarantor is required, the guarantor's annual income must be at least **75x** the monthly rent

DOCUMENTS REQUIRED

- Letter of employment on company's letterhead verifying length of employment, position held with company, and annual salary including other compensation (i.e. bonuses, housing)
- Letter from most recent landlord stating your monthly rent, length of residency, and punctuality of monthly payment or other proof of fiscal and personal responsibility for housing
- Copies of two most recent pay stubs
- Copies of the first (2) pages of tax returns or 1040's for the last two years
- Most recent statements from a US bank and/or US financial institution showing a balance in an account located within the United States of America of **at least 6 months of rent for applicants and 12 months of rent for guarantors**; if there is more than one account, please include. (All statements should show you and/or your guarantor respectively as the account holder(s) and the account number)
- Government issued ID (passport, driver's license)

SELF-EMPLOYED

- Letter from your CPA on company letterhead establishing your ownership of the company, length of time of company's existence, estimated salary for present year, and salary of previous two years
- If company is an S-Corporation, provide the Schedule E of tax returns
- Copies of the first (3) pages of tax returns or 1040's for the last two years
- Most recent statements from a US bank and/or US financial institution showing a balance in an account located within the United States of America of **at least 6 months of rent for applicants and 12 months of rent for guarantors**; if there is more than one account, please include (all statements should show you and/or your guarantor respectively as the account holder(s) and the account number)
- Government issued ID (passport, driver's license)

THE ABOVE INFORMATION IS REQUIRED FOR ALL APPLICANTS INCLUDING GUARANTORS.

IF APPLICANT DOES NOT MEET THE INCOME AND/OR BANKING REQUIREMENT, WE WILL REQUIRE A GUARANTOR, INSURENT, OR THE YEAR UPFRONT (IF PERMISSIBLE)

GUARANTORS MUST HAVE VERIFIABLE ASSETS LOCATED IN A US BANK AND/OR US FINANCIAL INSTITUTION.

PETS

- \$1000 refundable pet deposit per pet
- Full body photo of the pet
- Vet letter certifying pet's weight, breed, and vaccinations
- \$50 monthly dog fee



ALL DOCUMENTS PROVIDED WILL BE KEPT CONFIDENTIAL