

**REQUIRED DOCUMENTATION  
HAND DELIVER ONLY!!**

The following documentation s required FROM EACH PROSPECTIVE OCCUPANT AND FROM EACH PROSPECTIVE GUARANTOR In connection with APPLYING FOR AN APARTMENT

**ALL DEALS ARE 3 MONTHS RENT TO LANDLORD  
(1<sup>ST</sup>, LAST, SECURITY OR 2 SEC UNLESS OTHERWISE NOTED)  
AND BROKER FEE TO BE DISCUSSED WITH AGENT.  
ALL PAYMENTS ARE BY CERTIFIED CHECKS, CASH OR MONEY ORDER.**

**\$50 application fee (CASH) per application  
(Note each occupant and each guarantor is separate –  
one applicant and one guarantor = \$100, 2 applicants + 2 guarantors = \$200 etc**

1)- Letter from your current employer on company letterhead verifying your  
(A) term of employment, (B) position (C) salary and (D) bonuses (if any)

**OR PROOF OF OWNERSHIP OF BUSINESS**

2)- THE ATTACHED APPLICATION—COMPLETELY FILLED OUT

3)- 2 recent pay stubs OR ACCOUNTANT LETTER IF OWNER OF BUSINESS

4)- Letter of reference from current landlord or proof of ownership of home

5)- 1ST & Last Pgs. of Tax Return or Form W-2 /OR ACCOUNTANT LETTER (biz owner)

6)- Recent bank statement / OR LETTER FROM BANK REPRESENTATIVE

7)- Photo ~identification

Guarantor if applicable) Original copy of executed notarized Guaranty (for guarantor only)  
May be faxed UNTIL FEDEXED

**Any questions and fax number call MOSES at 646 529 8609**



# STOLLER GROUP INC

## FULL SPECTRUM REAL ESTATE PROFESSIONALS

### APARTMENT APPLICATION

Full name		Age	SS#
Number of adults	Children	Pets	Type
Current address	City	state	Zip
Work phone	Home phone		
Cell phone	Email address		
Current landlord	Address		
Landlord phone	How long	Your share of rent	
Previous address			
Employers name		Type of company	
Company phone		Address	
Position	Years employed	Annual salary	
Additional income source			Amount
Business reference		Phone	
Personal reference		Phone	
Checking account bank		Location	
Savings account bank		Location	
Other investments		Major credit cards	
Can you provide a local guarantor if necessary? Yes/No		Name	
Address		Phone	
<p>*Unless specifically stated, the apartment is to be rented "as is" with no further renovation, painting, repairs, etc.</p> <p>*Applicant authorizes the landlord or rental agent to obtain any consumer credit reports, at applicant's expense in connection with this apartment.</p> <p>*A one time, <i>non-refundable</i> fee of \$50 is required for Said credit reports for each applicant and guarantor. Housing reports may be required upon landlords request. Housing reports are an additional \$50. <i>non-refundable</i></p> <p>*Upon written request, the applicant will be informed whether a report was requested and the name and address of the agency that furnished the report.</p>			
The undersigned is applying for apartment #		At	
Monthly rent offer		Lease to commence	
Applicant signature		Date	

[www.stollergroupnyc.com](http://www.stollergroupnyc.com)

139 FULTON STREET SUITE 513 NEW YORK, NY 10038  
 TEL: (212) 766-4040 FAX: (212) 766-4043

GUARANTOR LETTER OF APPROVAL

I, \_\_\_\_\_ hereby agree to guarantee and be equally liable for the payment of rent and terms of lease for apartment number \_\_\_\_\_ at \_\_\_\_\_ signed by \_\_\_\_\_ on \_\_\_\_\_. This guarantee shall remain in effect until completion of the lease.

\_\_\_\_\_  
Notarized Seal & Signature

\_\_\_\_\_  
Guarantor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Guarantor's Employer

\_\_\_\_\_  
Present Home Address

\_\_\_\_\_  
Business Tel. Number

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Annual Income

\_\_\_\_\_  
Bank Name & Address

\_\_\_\_\_  
Business Reference

\_\_\_\_\_  
Checking Account #

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Savings Account #

\_\_\_\_\_  
Other Financial Information

\_\_\_\_\_  
Drivers License #

\* By signing above applicant authorizes the landlord or rental agent to obtain a consumer credit report.