

Application to Sublease an Apartment

Required Documentation

The following must accompany all completed applications and will be considered part of same. Applications missing documentation will be considered incomplete and be returned without consideration or review.

Legible and Clear Copies of:	Original Documentation
<ul style="list-style-type: none"> <input type="checkbox"/> Three most recent and consecutive Pay/Wage Statements <input type="checkbox"/> Three most recent & consecutive Bank Statements <input type="checkbox"/> Last filed (within 15 months) and signed Income Tax Returns, including supporting schedules (e.g. W2s, Schedule A, etc.) <input type="checkbox"/> Meaningful documentation of other Income, considered part of this application <input type="checkbox"/> Proposed Sublease (final signed, executed copy must follow before occupying apartment if application for sublease is approved and communicated) <input type="checkbox"/> Official Photo Identification 	<ul style="list-style-type: none"> <input type="checkbox"/> Three letters of Reference from each Sublessee (at least one of which must be professional) <input type="checkbox"/> Signed disclosure of Information on Lead-based Paint <input type="checkbox"/> Signed Addendum acknowledging House Rules <input type="checkbox"/> Non-refundable Application Fee: Check or Money Order made payable to 511 West 232nd Owners Corp. in the amount of three hundred fifty and no/100 dollars (\$350.00), plus fifty dollars (\$50) for each credit report required in addition to primary. <input type="checkbox"/> Refundable (upon move-out) security deposit (Check or Money Order of \$250 made payable to 511 West 232nd Owners Corp.)

Current Shareholder Pertinent Information

Name (last, first, m.i.)	Daytime Tel #	Evening Tel #	Mobile/Cell Tel #

Apartment Number	Email Address	Monthly Rent per Sublease

Prospective Sublessee(s) Pertinent Information

Please list the names, ages and day and evening telephone numbers of those individuals who will occupy apartment if application is approved.

Name (last, first, m.i.)	Age	Email Address	Daytime Tel#	Evening Tel#

511 West 232nd Owners Corp.
 c/o Veritas Property Management, LLC
 180 West 80th Street, Suite 218
 New York, NY 10024

Tel: (212) 799-2365
 Fax: (212) 799-2367
<http://www.511w232.com/>
 Email: management@511w232.com

Current and Prior Residence/Tenancy

Please provide the following information about your current and prior tenancies for the past five (5) years, including any pertinent contact information not specifically requested below, most recent first.

Full Address <i>(current)</i>	Yrs there	Monthly Rent	Name and Address of Landlord	Telephone

Employment Information

Please list places of employment for the past five (5) years, including name of employer, address, supervisor's name and telephone numbers, and annual salary including one-off payments.

Name and Address of Employer	Annual Salary	Supervisor's Name	Supervisor's Tel#	Best time to call

Automobiles

Please list make, model, year and license plate number of all owned/leased vehicles.

Make and Model	Year	License Plate/Tag

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Bank Accounts

For all open and active accounts, name and address of bank/S&L, account type and number, and representative's name and phone number (if applicable). Attach additional 8-1/2 x 11" sheets if necessary.

Name, Address & Tel# of Branch	Checking Account #	Savings/Other (specify) Acct #

Credit Card, Revolving Credit and/or Charge Accounts

For all open accounts, name and address of institution, account type & number, and credit limit, current balance and minimum monthly payment (if applicable). Attach additional 8-1/2 x 11" sheets if necessary.

Name, Address & Tel# of Institution	Acct Type	Account Number	Credit Limit/Current Balance/Minimum Mthly Pmt

Loans; Secured and Unsecured (including mortgages)

For all open accounts, name and address of institution, account type & number, original loan amount, outstanding balance and minimum monthly payment. Attach additional 8-1/2 x 11" sheets if necessary.

Name, Address & Tel# of Institution	Acct Type	Account Number	Original Loan Amt/Current Bal/Minimum Mthly Pmt

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Authorization to Release Information Pursuant to this Application

Must be completed and signed by prospective sublessee(s)

Please be advised that I (We) hereby authorize the release of any information that may be requested on behalf of my subleasing an apartment, which will be used in evaluating my application for same. This release will include all information considered relevant to application, such as present balances on current and/or past due accounts, income/salary, employment history, prior tenant history, and credit history. The undersigned also hereby authorizes the Board of Directors and its management to contact any of the employers, banks, landlords, educational institutions, references, etc. described herein in order to obtain information bearing upon this application

All statements and/or documents may be subsequent copies of this release, and will have the full force thereof as though it were the original.

I (We) hereby authorize **Veritas Property Management, LLC**, to obtain consumer reports through **CoreLogic SafeRent Inc. (Consumer Relations Department, 7300 Westmore Road, Suite 3, Rockville, MD 20850-5223)** and any other information it deems necessary, for the purpose of evaluating my application. I understand that such information may include, but is not limited to credit history, housing court, social search, sex offender search, criminal background check, employment/income verification, prior residency verification and/or any other necessary information. I understand that subsequent consumer reports may be obtained and utilized under this authorization in connection with an update, renewal, extension or collection with respect to or in connection with the rental or lease of a residence for which application was made. I agree to hold the above named company and procurer or furnisher of information, from any liability whatsoever in the use, procurement, or furnishing of such information. I also understand I have the right to obtain a copy of my personal consumer report from www.annualcreditreport.com and to dispute any inaccurate information that might be found on such report.

Prospective Sublessee(s) Signatures	Social Security #	Date

A COPY OF YOUR PHOTO ID MUST ACCOMPANY THIS FORM

Important Information and Certification

In no event will the Corporation, the Board of Directors or its management be responsible for any liabilities or expenses incurred by an applicant whose application is not approved.

While the Board of Directors will attempt to review all applications promptly, the Corporation, the Board of Directors and its management assume no responsibility for expenses or liabilities resulting from any delay in its review.

Falsification of any of the enclosed information, or omission of material information, may result, without limitation, in revocation of the Board of Directors' approval.

Permission to sublease, if granted, is approved for a period of one (1) year only. Shareholder may continue to sublease to same sublessee under essentially the same terms, so long as intention to renew sublease is communicated in writing to the Board of Directors of Apartment Corporation 60 days prior to sublease's expiration. A copy of sublease renewal must be sent to Board of Directors upon renewal's execution.

Signatures

In executing and submitting this application to sublease, I hereby certify that all of the information that I've provided is, and that all future information provided with respect to this application will be, true, complete and correct.

Shareholder Signatures	Date

Prospective Sublessee(s) Signatures	Date

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House Rules Addendum

Shareholder Statement:

As part of this application, I (we) _____, shareholder(s), have furnished prospective sublessee(s) a copy of the apartment corporation's House Rules (rev. 11/18/2004), and communicated that said House Rules are a crucial component of my proprietary lease with the apartment corporation.

Shareholder Signatures	Date

Prospective Sublessee Statement:

I (We), _____, prospective sublessee(s), acknowledge receipt of a copy of apartment corporation's House Rules (rev. 11/18/2004). Moreover, I have read and understand said House Rules; and if the Board of Directors of the apartment corporation approves this application, I agree to abide by same.

Prospective Sublessee(s) Signatures	Date

Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards

Lead Warning Statement

Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, lessors must disclose the presence of known lead-based paint and/or lead-based paint hazards in the dwelling. Lessees must also receive a federally approved pamphlet on lead poisoning prevention.

Sublessor's Disclosure

(a) Presence of lead-based paint and/or lead-based paint hazards (check (i) or (ii) below):

(i) _____ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).

(ii) _____ Sublessor has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

(b) Records and reports available to the lessor (check (i) or (ii) below):

(i) _____ Sublessor has provided the sublessee with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below).

(ii) _____ Sublessor has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Sublessee's Acknowledgment (initial)

(c) _____ Sublessee has received copies of all information listed above.

(d) _____ Sublessee has received the pamphlet *Protect Your Family from Lead in Your Home*.

Agent's Acknowledgment (initial)

(e) _____ Agent has informed the sublessor of the sublessor's obligations under 42 U.S.C. 4852(d) and is aware of his/her responsibility to ensure compliance.

Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

_____ Sublessor	_____ Date	_____ Sublessor	_____ Date
_____ Sublessee	_____ Date	_____ Sublessee	_____ Date
_____ Agent	_____ Date	_____ Agent	_____ Date