



"HARLEM'S FINEST RESIDENTIAL COMMUNITY"

484 Lenox Avenue, New York, NY 10037

Telephone: (212) 862-8900 **Fax:** (212) 368-6465

LenoxLeasing@olnick.com

ALL APPLICANTS/GUARANTORS MUST SUBMIT INDIVIDUAL COMPLETED APPLICATION IN ORDER TO PROCESS YOUR APPLICATION WITHOUT DELAY, PLEASE BE SURE THE FOLLOWING HAS BEEN COMPLETED AND SUBMITTED:

- The Residential Lease Application is completed and Signed
(Be sure that your current and previous landlord's name, address, and phone numbers are listed or a reference letter from your current landlord is provided)
- Copy of valid, unexpired, **government issued** photo identification (i.e. Driver's License/Passport) or Alien Registration Card (if applicable)
- Please provide the following proof of Income:
 1. Salary/Hourly Employee (must provide ALL of the following):
 - Signed letter of employment indicating current salary
 - W2
 - 2-3 recent paystubs
 - First 2 pages of Tax Returns
 - Bank Statements
 2. Self Employed/Independent Contractors (must provide ALL of the following):
 - 1099
 - K-1 as well as last two year's tax returns
 - Previous two month's bank statements
 - Letter from your CPA
- A non-refundable application fee in the amount of **\$125.00** (per applicant over age 18) made payable to **Hampton Management Company, LLC**. (A separate certified bank check or money order only)
- A refundable holding deposit in the amount of **\$250.00** made payable to **Hampton Management Company, LLC**. (A separate certified bank check or money order only). Should applicant decline lease within 72 hours after approval, deposit will not be refunded. (Deposit will be applied to 1st month's rent if approved).

Your Residential Lease Application will be reviewed once a complete application has been received. After review, you will be contacted with the status of your application.

Please note that nothing contained herein or attached hereto shall constitute an offer of agreement to lease the apartment.

Olnick Online Residential Application
135 East 57th Street, 22nd Floor
New York, New York 10022
P (212) 835-2400 - F (212) 835-2458
residential@olnick.com



We Do Business in Accordance With the Federal Fair Housing Law
(The Fair Housing Amendments Act of 1988)

Property Address _____

Unit & Rent Amount _____

NOTICE UNDER NYCAC SECTION 20-808

The application information provided by you may be used to obtain a tenant screening report; the name and address of the consumer reporting agency that will be used to obtain such report is:

RealPage, Inc.
 Attn: Leasing Desk Consumer Relations
 4000 International Parkway, Carrollton, TX 75007

Pursuant to federal, state, and local law:

1. If we take adverse action against you on the basis of information contained in a tenant screening report, we must notify you that such action was taken and supply you with the name and address of the consumer reporting agency that provided the tenant screening report on the basis of such action was taken;
2. If any adverse action is taken against you based on information contained in a tenant screening report, you have the right to inspect and receive a free copy of that report by contacting the consumer reporting agency;
3. Every tenant or prospective tenant is entitled to one free tenant screening report from each national consumer reporting agency annually, in addition to a credit report that should be obtained from www.annualcreditreport.com; and
4. Every tenant or prospective tenant may dispute inaccurate or incorrect information contained in a tenant screening report directly with the consumer reporting agency.

PERSONAL INFORMATION

First Name	Middle Name	Last Name
Social Security # or Tax ID #	Driver's License #	Date of Birth
Telephone	Mobile Telephone	Email Address

PRESENT ADDRESS

Street Address					
City	State/ Zip:		Rent/Mortgage Paid:		
<input type="checkbox"/> Owned Home	<input type="checkbox"/> Rented Home	<input type="checkbox"/> Rented Apartment	<input type="checkbox"/> Parent's Home	<input type="checkbox"/> Student Housing	<input type="checkbox"/> Other
Dates of Occupancy From: _____ To: _____		Number of Rooms:	Number of Occupants:		
Reason for leaving					
Landlord's Name				Telephone	
Landlord's Address					

CURRENT EMPLOYMENT

Company Name		Company Address			
Company Telephone Number		Type of Business		Department Head	
Job Title		Monthly Income		Length of Employment	

PREVIOUS EMPLOYMENT (IF CURRENT EMPLOYMENT IS LESS THAN TWO YEARS)

Company Name		Company Address			
Company Telephone Number		Department Head		Length of Employment	

EMERGENCY CONTACT

Name	Address		Phone Number		
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MOTOR VEHICLES

Make/ Model	Year	Color	License Plate #	State
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OTHER OCCUPANTS (ALL APPLICANTS OVER THE AGE OF 18 MUST COMPLETE A SEPARATE APPLICATION)		
Name	Relationship	Date of Birth
1)		
2)		
3)		
BACKGROUND INFORMATION		
Do you have any pets? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, how many? <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3+	Describe Animal Type and Breed: Is your pet registered? <input type="checkbox"/> No <input type="checkbox"/> Yes	
ave you ever been evicted? <input type="checkbox"/> No <input type="checkbox"/> Yes	Describe:	
Have you ever broken a lease? <input type="checkbox"/> No <input type="checkbox"/> Yes	Describe:	
Have you ever been named or otherwise involved in a Landlord/Tenant proceeding or any other matter in housing court? <input type="checkbox"/> No <input type="checkbox"/> Yes	Describe:	
Have you ever declared bankruptcy? <input type="checkbox"/> No <input type="checkbox"/> Yes	Describe:	
Do you have any charges pending against you for any criminal offense(s)? <input type="checkbox"/> No <input type="checkbox"/> Yes	Describe:	
Have you or have any of your occupants ever been convicted of, or pleaded guilty or no contest to any criminal offense(s) or had any criminal offense(s) disposed of other than by acquittal or a finding of "not guilty"? <input type="checkbox"/> No <input type="checkbox"/> Yes	Describe:	
Any litigation, such as: evictions, suits, judgments, bankruptcies, foreclosures, etc.? <input type="checkbox"/> No <input type="checkbox"/> Yes	Describe:	
Are you a convicted felon? <input type="checkbox"/> No <input type="checkbox"/> Yes	Describe:	

How did you find this apartment? Website _____ Broker _____
 Reference/Referral Name: _____ Other _____

Broker's Information (if applicable):

Name: _____
 Company: _____

PLEASE READ CAREFULLY AND SIGN BELOW

I hereby warrant that all my representations set forth above are true and agree to notify Landlord in writing if any above representations shall change after the date below. I further represent that I am not renting a room or an apartment under another name, nor have I ever been dispossessed from my apartment, nor am I now being dispossessed. I understand this notice will also apply to future update reports that may be requested. **I acknowledge that Landlord will not consider my application unless and until I provide a non-refundable application fee in the amount of \$125.00 per applicant.** _____ (Initial)

Holding Deposit Agreement: You understand that the holding deposit is not a security deposit. By signing this application and paying the holding deposit, you are requesting us to reserve the apartment/premises for you. You understand that the premises will not be taken off the market until such a time as you have submitted this fully-completed and signed application, as well as all of the necessary documentation we require in order to approve or deny your application. You further understand that the holding deposit does not obligate us to execute a lease or to deliver possession of the premises to you. _____ (Initial)

You authorize us to contact any references listed above and to obtain consumer reports which may include character, general reputation, credit, rental payment history and criminal background information about you and any occupants in the premises in order to verify the above information. You further authorize us to obtain subsequent consumer reports to ensure that you continue to satisfy the terms of your tenancy, for the collection and recovery of any financial obligations relating to your tenancy, or for any other permissible purpose. We understand that upon request, you are entitled to a disclosure of the nature and scope of the investigating to be requested by us of said Credit Reporting Agency. You acknowledge that false, incomplete or misleading information herein may constitute grounds for rejection of this application, termination of right of occupancy of all residents and occupants under a lease and/or forfeiture of deposits and fees, and may constitute a criminal offense under the laws of this State.

I have read and agree to the provisions as stated.

Applicant Signature: _____ Date: _____