

INSTRUCTIONS

TENANT

- 1) Please complete the rental application fully.
- 2) Provide a copy of photo id.
- 3) Provide a copy of a recent pay stub.
- 4) You may submit any other information you feel would be beneficial to the application. For example, cancelled rent checks from prior residence.

GUARANTOR

A tri-state guarantor is highly preferred. If an applicant cannot supply a guarantor, more security will be required.

- 1) Please complete the guarantor information sheet fully.
- 2) Complete the Guaranty of Lease form with the guarantor's signature notarized.

Submit the information above to the Landlord's office as soon as possible along with an application fee of \$100 per applicant/guarantor payable to The Downtown, LLC.

The original application along with the application fee and all documentation should be brought directly to the management office or it should be mailed in once complete package to 190 East 7th Street, Unit E, N.Y. N.Y. 10009.