

REALTY WITHIN REACH INC.
1511 Bedford Avenue, Office A, Brooklyn NY 11216
Tel (212) 213-0977

RENTAL APPLICATION

BLDG. ADDRESS: _____ APT #: _____ #BR's: _____ SHOWED BY: _____ SHOWS DATE: _____

LENGTH OF LEASE: _____ TO COMMENCE: _____ TO EXPIRE: _____ MONTHLY RENT: _____

APPLICANT INFORMATION

NAME: _____ S.S. #: _____ DOB.#: _____

DRIVER'S LICENSE #: _____ STATE _____ PETS (SPECIFY): _____

HOME PHONE: _____ WORK PHONE: _____ CELL: _____ EMAIL: _____

CURRENT ADDRESS: _____ APT #: _____ CITY: _____ STATE: _____ ZIP: _____

REASON FOR MOVING: _____ MONTHLY RENT: _____ TERM: _____

PREVIOUS ADDRESS: _____ MONTHLY RENT: _____ TERM: _____

ADDITIONAL APPLICANT: _____ (PLEASE SUBMIT ADDITIONAL APPLICATION FOR 2ND APPLICANT)

BUSINESS OR SOURCES OF INCOME

PRESENT OCCUPATION: _____ EMPLOYER: _____

ADDRESS: _____ DATE OF EMPLOYMENT: _____

SUPERVISOR: _____ PHONE #: _____

ANNUAL INCOME _____ ADDITIONAL SOURCES OF INCOME: _____

ALIMONY/CHILD SUPPORT OR LOAN PAYMENTS: _____

REFERENCES

PRESENT LANDLORD: _____ ADDRESS: _____ PHONE: _____

BANK: _____ CHECKING: Y / N _____ BEEN CONVICTED OF FELONY? Y / N _____

HAVE YOU EVER BEEN INVOLVED IN LITIGATION OR EVICTED BY YOUR LANDLORD Y / N _____

DO YOU HAVE GOOD CREDIT? Y / N IF NO EXPLAIN: _____

ADDITIONAL OCCUPANTS

ADULT: _____ NO. OF CHILDREN: _____ DATE OF BIRTH: _____

A NON-REFUNDABLE FEE OF \$85.00 IS REQUIRED! YOU CAN MAKE A PAYMENT TO REALTY WITHIN REACH INC. BY CASH, MONEY ORDER OR BANK CERTIFIED CHECK.

EMERGENCY CONTACT: _____ ADDRESS: _____ PHONE: _____

I DECLARE THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT. I hereby authorize REALTY WITHIN REACH INC. to obtain consumer reports, 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, civil and criminal information, rental history, employment/salary details and/or any other necessary information.

SIGNATURE: _____

BELOW LIST OF DOCUMENTS MUST BE SUBMITTED WITH THIS APPLICATION:

- *A letter of employment stating your position, length and gross annual income on company letterhead
- *A copy of your three (3) most recent pay stubs
- *A copy of your W-2 or the front page of your income tax statement
- *A full copy (first to last page) of your three (3) most recent bank statements
- *A copy of your social security card
- *A clear copy of your driver license
- Children: *A copy of birth certificate or passport

LANDLORD'S VERIFICATION

Realty Within Reach, Inc. is evaluating the named applicant's eligibility for home rental and we need to evaluate the applicant's payment rental history and care of prior rental property. We appreciate your assistance in helping us evaluate the applicant's rental history.

Applicant's Name: _____

Current Address: _____

I authorize an investigation of my credit, tenant history and employment for the purposes of renting an apartment or condominium from Realty Within Reach, Inc

Signature of Applicant **Date**

Applying to _____

FOR OFFICE USE ONLY

LANDLORD, please complete all the following information and return to:

Koren Ollivierre
Realty Within Reach, Inc
1511 Bedford Avenue
Office A
Brooklyn NY 11216
1-718-221-5302 (office)
TJ@realtywithinreach.com

Date of occupancy: From: _____ To: _____

Rent amount: _____

Rent due date: _____ Is rent subsidized? _____

If subsidized, amount: \$ _____ Who pays subsidy? _____

Does rent include utilities? _____

RENTAL HISTORY DURING DURATION OF LEASE (please check one)

____ Always pays by due date

____ Pays over 30 days late. Number of occurrences: _____

____ Generally, stays behind schedule: _____

Landlords Signature **Date**

EMPLOYMENT VERIFICATION FORM

Realty Within Reach, Inc is evaluating the named applicant’s eligibility for home rental and we need to evaluate the applicant’s employment status. We appreciate your assistance in helping us evaluate the applicant.

Applicant’s Name: _____

I authorize an investigation of my employment for the purposes of renting an apartment or condominium from Realty Within Reach, Inc

Signature of Applicant **Date**

FOR OFFICE USE ONLY

EMPLOYER, please complete all the following information and return to:

Koren Ollivierre
Realty Within Reach, Inc
1511 Bedford Avenue
Office A
Brooklyn NY 11216
1-718-221-5302 (office)
koren@realtywithinreach.com

Date of employment: From: _____ To: _____

Current Position: _____

Annual Income: _____

Supervisor’s Name: _____ Telephone Number: _____

Name (Print)

Signature **Date**