

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 (212) 343-2821, or it should be mailed in one complete package to 190 East 7th Street, Unit E, N.Y. N.Y. 10009.