

MDAYS REALTY LLC
1475 President Street, Office
Brooklyn, NY 11213
Phone (347) 627 – 9812
www.leasenofee.com
jack@leasenofee.com

Rental Policy

To submit an apartment application, you should have the following:

- **Each** tenant/roommate should see the apartment to be sure they want the apartment.
- **Each** applicant (or guarantor, if applicable) should have good credit or at least not bad credit.
- **Each** applicant (or guarantor, if applicable) should have income at least 50 times the monthly rent (for the entire apartment) (some exemptions may apply depending on the rent of the apartment. Please contact the office) and be at their place of employment for over one year. If an applicant does not have the aforementioned income and employment, then the applicant may have a guarantor who resides in the USA with such income and employment. All guarantors are responsible for the entire lease of the apartment.

Only fully completed applications are acceptable (which may include guarantor information and guarantor rider, if required). Please email all applications to jack@leasenofee.com. Once we receive fully completed applications in compliance with our rental policy, we will call you for a phone and/or in person interview. Please call us before you come to our office for an interview (347) 627 – 9812 ex. #1.

- Upon acceptance of the application, applicants are to pay a **non-refundable** \$20 charge for each credit check conducted (credit checks are done on all tenants and guarantors) and \$800 application/apartment holding deposit which **is** refundable only if we do not accept the application. However, if we do approve the application and you fail to fully sign the lease within 2 days of being approved or if you withdraw your application, then you forfeit the \$800 holding deposit.
- In the event applicant(s) or prospective tenants are approved, the \$800 application deposit will be credited to the first month's rent.

At lease signing, you should bring the following:

- Leases are signed within 2 days of application approval. We do NOT hold apartments.
- In the event the apartment is vacant, the lease starts the day after your application is approved.
- Apartments are rented "as-is". Apartments are not usually painted and cleaned before move in. All repairs (if necessary) are done after you are in possession.
- Two **separate** checks, pre-paid first month rent and security (which is in the amount of the monthly rent) is required at lease signing in "**Good money**" such as certified check, bank check, postal check and/or money order, no personal checks or cash. Thereafter, personal checks are ok. You will be notified as to the named payee.
- Please be advised that in lieu of a cash security deposit, as an alternative, you may use Rhino. You may receive a free quote and sign up at <https://www.sayrhino.com/>
If you choose to use Rhino, we must receive confirmation from Rhino prior to lease signing.
- Government issued photo ID
- The original signed and notarized guarantor rider, if required.

After lease signing:

- We will give you keys or arrange possession to the apartment along with all required information such as: National Grid, Con Edison and Internet/cable and the like, permitting you an easy move in.
- You will be required to notify us in writing within 5 days of lease commencement as to the conditions in the apartment so as not to be responsible for any previous damages.
- The handyman/super will make all required repairs. Please contact the office (347) 627 – 9812 ex. #2 or repairs@leasenofee.com to report repairs and/or if repairs are not done within a reasonable amount of time. Please contact the office if repairs are not done in a timely manner.

We hope that you will enjoy your tenancy with us and shall endeavor to let that occur.

APARTMENT APPLICATION (Please print)

_____ Date Application Submitted: _____

First _____ Middle _____ Last _____ Date application approved and applicant notified: _____

SECTION 1: Apartment for Which You Are Applying

Building address: _____ Apartment number: _____

Rent per month: \$ _____ Lease Term _____ Lease Starts On: _____ Lease Ends On: _____

Due at lease signing: First Month Rent \$ _____ Last Month Rent \$ _____ Security Deposit \$ _____

Names of others to occupy unit: _____ what is your relationship? _____

SECTION 2: Applicant Information

Date of Birth: ____/____/____ Social Security Number: _____ - _____ - _____

Driver's license number: _____ State: _____

Present home address: _____ Apt. # ____ City _____ State _____ Zip _____

Home phone: _____ Work phone: _____ Cell phone: _____

Email _____ Work Email _____

How long at present address? _____ Name of Leaseholder: _____ (If different from applicant)

Do you have any pets? _____ How many? _____ what kind? _____ Do you have any Children? _____

Present Landlord or Property Manager: _____ Phone: _____ Fax: _____

Address: _____ City _____ State _____ Zip _____ Email _____

Applicant Previous Home Address: _____ Apt. # ____ City _____ State _____ Zip _____

How long at previous address? _____ Leaseholder: _____ (If different from applicant)

Previous Landlord or Property Manager: _____ Phone: _____ Email: _____

SECTION 3: Applicant Financial Information

Employers Name: _____ Address: _____ City _____ State _____ Zip _____

Position/title: _____ Supervisor or CPA Name: _____ Phone: _____

Fax _____ Email _____ Annual income: _____ how long with present employer? _____

SECTION 4: Personal References:

PERSONAL REFERENCE SHOULD BE LONG TIME FRIENDS, NOT BUSINESS OR FAMILY RELATED.

Name: _____ Time known: ____ Phone (h) _____ (w) _____ # ____ (c) _____

Name: _____ Time known: ____ Phone (h) _____ (w) _____ # ____ (c) _____

Name: _____ Time known: ____ Phone (h) _____ (w) _____ # ____ (c) _____

Nearest relative emergency contact who is not living in this apartment: _____ Relationship _____

Phone # _____ Email _____ address _____

Applicant hereby certifies to the best of my knowledge that the above information is true and correct and agree that Landlord/Manager may terminate any agreement entered into in reliance on any misstatement made above. Applicant hereby grants permission for **MDAYS REALTY LLC** and/or its affiliates to secure a credit search and to release the information above to landlord's credit bureau. Applicant grants permission for **MDAYS REALTY LLC** and/or its affiliates to verify all information above including but not limited to verification of applicants employment history, current and prior tenant history and personal references.

Applicant's Signature _____ **Date** _____

GUARANTOR APPLICATION

(Please print)

_____ Date Application Submitted: _____
First Middle Last Date application approved and applicant notified: _____

SECTION 1: Apartment for which you are applying to be a Guarantor

Building address: _____ Apartment number: _____
Rent per month: \$ _____ Lease Term _____ Lease Starts On: _____ Lease Ends On: _____
Due at lease signing: First Month Rent \$ _____ Last Month Rent \$ _____ Security Deposit \$ _____
Name of person(s) for whom you are applying to be guarantor _____ Relationship? _____

SECTION 2: Guarantor Information

Date of Birth: ____/____/____ Social Security Number: _____-____-____
Present home address: _____ Apt. # ____ City _____ State _____ Zip _____
Home phone: _____ Work phone: _____ Cell phone: _____
Email _____ Work Email _____
How long at present address? _____ Name of Leaseholder: _____ (If different from applicant)

Guarantor Financial Information

Employers Name: _____ Address: _____ City _____ State _____ Zip _____
Position/title: _____ Supervisor or CPA Name: _____ Phone: _____
Fax _____ Email _____ Annual income: _____ how long with present employer? _____
If not employed other source of income _____

SECTION 4: Personal References:

PERSONAL REFERENCE SHOULD BE LONG TIME FRIENDS, NOT BUSINESS OR FAMILY RELATED.

Name: _____ Time known: ____ Phone (h) _____ (w) _____ # ____ (c) _____
Name: _____ Time known: ____ Phone (h) _____ (w) _____ # ____ (c) _____
Name: _____ Time known: ____ Phone (h) _____ (w) _____ # ____ (c) _____

Applicant hereby certifies to the best of my knowledge that the above information is true and correct. Applicant hereby grants permission for **MDAYS REALTY LLC** and/or its affiliates to secure a credit search and to release the information above to landlord's credit bureau. Applicant grants permission for **MDAYS REALTY LLC** and/or its affiliates to verify all information above including but not limited to verification of applicant's employment history, current and prior tenant history and personal references.

Guarantor`s Signature _____ **Date** _____

GUARANTOR RIDER

Attached to lease made this _____ Day Of _____ 200_____

Between _____ as Landlords and _____

as Tenant(s) at _____ Apt. # _____ City _____, NY Zip

Code _____ and/or additional occupant hereafter known as tenant.

The undersigned Guarantor guarantees to Owner the strict performance of and observance by Tenant of all the agreements, provisions and rules in the attached Lease. Guarantor agrees to waive all notices in the event the Tenant is not paying rent or not observing and /or complying with any provisions of attached Lease. Guarantor agrees to be equally liable with Tenant so that Owner may sue both Guarantor and Tenant at the same time and or seek indemnification from either Tenant or Guarantor at any time. The Guarantor further agrees that this guaranty shall remain in full effect in the event that the Lease is renewed, modified or extended in any manner, so long as the tenant is in possession. Owner and Guarantor agree to waive trial by Jury in any action, proceeding or counterclaim brought against the other on any matters concerning the attached Lease or the guaranty. The Guarantor understands that if not for this guaranty the apartment would not be rented to the tenant and / or occupant(s).

The below Guarantor accepts the jurisdiction of the Court of the State New York in any proceeding so long as notices and / or notice (s) of proceedings are mailed Certified Mail, Return Receipt Requested at the address listed below. It is further agreed that by mere mailing of such notice the Guarantor agrees to and accepts the jurisdiction of the Court of the State of New York.

Notary for Guarantor (**Required**)

Guarantor `s Signature

Guarantor's Name: _____ Social Security Number: _____ - _____ - _____

Address: _____ City: _____

State: _____ Zip Code: _____ Phone #: _____ - _____ - _____

In the event that the named Tenants and/or occupants fails to abide by the terms of the lease or any claims are made by the Owner / Landlord then Owner/Landlord may send prior written notice to the Guarantor at the address listed above so as to correct any problems that may arise by Certified Mail Return Receipt Requested. In the event that the Guarantor shall change the address or telephone number for notices it is responsibility of the Guarantor to notify the Landlord. This last paragraph is not a condition of either party of the lease but a courtesy extended to the respective parties so as try to avoid potential problems so Guarantor will be able to cure or alleviate "problems" and enable owners/landlords to properly manage and maintain the premises of which this apartment is part of.