

COOPERATIVE SUBLET APPLICATION

Directions

Applicant(s), please complete the enclosed application and submit it with the required attachments to the managing agent at the address listed below. If you are subletting this apartment through the services of a real estate broker you may have your broker submit the application to the managing agent. The managing will verify that the application is complete, perform a credit search on the applicants and submit the application to the Co-op admissions committee. The committee will review the application, interview the applicant(s) and make a decision on whether or not to approve the sublet of the apartment by the applicant(s).

Letter from Shareholder's lender stating that they approve the sublet required

EIGHT (8) HARD COPIES OF THIS APPLICATION ARE REQUIRED

About the Unit

Unit	_____
Address	_____

About the Sublet

Monthly Rent	_____
Lease Term	_____
Desired Move In Date	_____

About the Owner(s)

Owner 1	_____
Owner 2	_____

About the Applicant(s)

Applicant 1	
Name	_____
Telephone	(H) _____ (W) _____
E-mail	_____ SS# _____
Date of Birth	_____ State _____
Applicant 2	
Name	_____
Telephone	(H) _____ (W) _____
E-mail	_____ SS# _____
Date of Birth	_____ State _____

Applicant(s) Residence History

Applicant 1		
Current Address	_____	

Agent/Landlord	_____	Phone _____
How long?	_____	Rent _____
Previous Address	_____	

Agent/Landlord	_____	Phone _____
How long?	_____	Rent _____
Applicant 2		
Current Address	_____	

Agent/Landlord	_____	Phone _____
How long?	_____	Rent _____
Previous Address	_____	

Agent/Landlord	_____	Phone _____
How long?	_____	Rent _____

Potential Residents

Name	Age	Relationship to Applicant(s)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Pets _____		

Applicant(s) Employment History

Applicant 1

Current Employer _____

Years with Firm _____ Position _____

Income _____

Address _____

Supervisor _____ Phone _____

Previous Employer _____

Years with Firm _____ Position _____

Address _____

Supervisor _____ Phone _____

Applicant 2

Current Employer _____

Years with Firm _____ Position _____

Income _____

Address _____

Supervisor _____ Phone _____

Previous Employer _____

Years with Firm _____ Position _____

Address _____

Supervisor _____ Phone _____

In Case of Personal Emergency, Please Notify:

Name	_____	Relationship	_____
Phone	_____		
Address	_____ _____		

Required Attachments Must Be Organized By Category and Clearly Labeled

- Last three years of filed federal income tax returns for each applicant.
- Three most recent bank statements
- Three most recent pay stubs
- Rental Lease
- Two professional letters of recommendation
- Two personal letters of recommendation (from non-family members)
- Resume providing full employment history
- Letter from applicant explaining why they want to rent at 192 East 8th Housing Corp.
- Application fee of \$300.00 payable to Goldin Management, Inc.
- Delivery fee of \$125 payable to Goldin Management, Inc.
- Eight (8) hard copies of the application must be presented to Goldin Management, Inc.
- Letter from the **Shareholder's** lender stating that they approve the sublet

Authorizations

I (we) hereby make an application for the rental of the above mentioned apartment and certify that the information presented in this application and the accompanying attachments is truthful. I (we) authorized you to verify any information presented in the application and to perform a credit search on me (us). We authorize you to release this information to the committee evaluating our application.

Applicant 1 _____ Date _____

Applicant 2 _____ Date _____