

## 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).

### 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) \_\_\_\_\_  
Social Security # \_\_\_\_\_ DOB \_\_\_\_\_  
Driver's License # \_\_\_\_\_ State \_\_\_\_\_

#### Applicant 2

Name \_\_\_\_\_  
Telephone (H) \_\_\_\_\_ (W) \_\_\_\_\_  
Social Security # \_\_\_\_\_ DOB \_\_\_\_\_  
Driver's License # \_\_\_\_\_ State \_\_\_\_\_

**Applicant(s) Residence History**

<b>Applicant 1</b>		
Current Address	_____	
	_____	
Agent/Landlord	_____	Phone _____
How long?	_____	Rent _____
Previous Address	_____	
	_____	
Agent/Landlord	_____	Phone _____
How long?	_____	Rent _____
<b>Applicant 2</b>		
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**

- Latest two years of filed federal income tax returns for each applicant.
- Paystubs verifying income.
- Two reference letters
- Rental Lease
- Application fee of \$250.00 payable to Goldin Management, Inc.

**Authorizations**

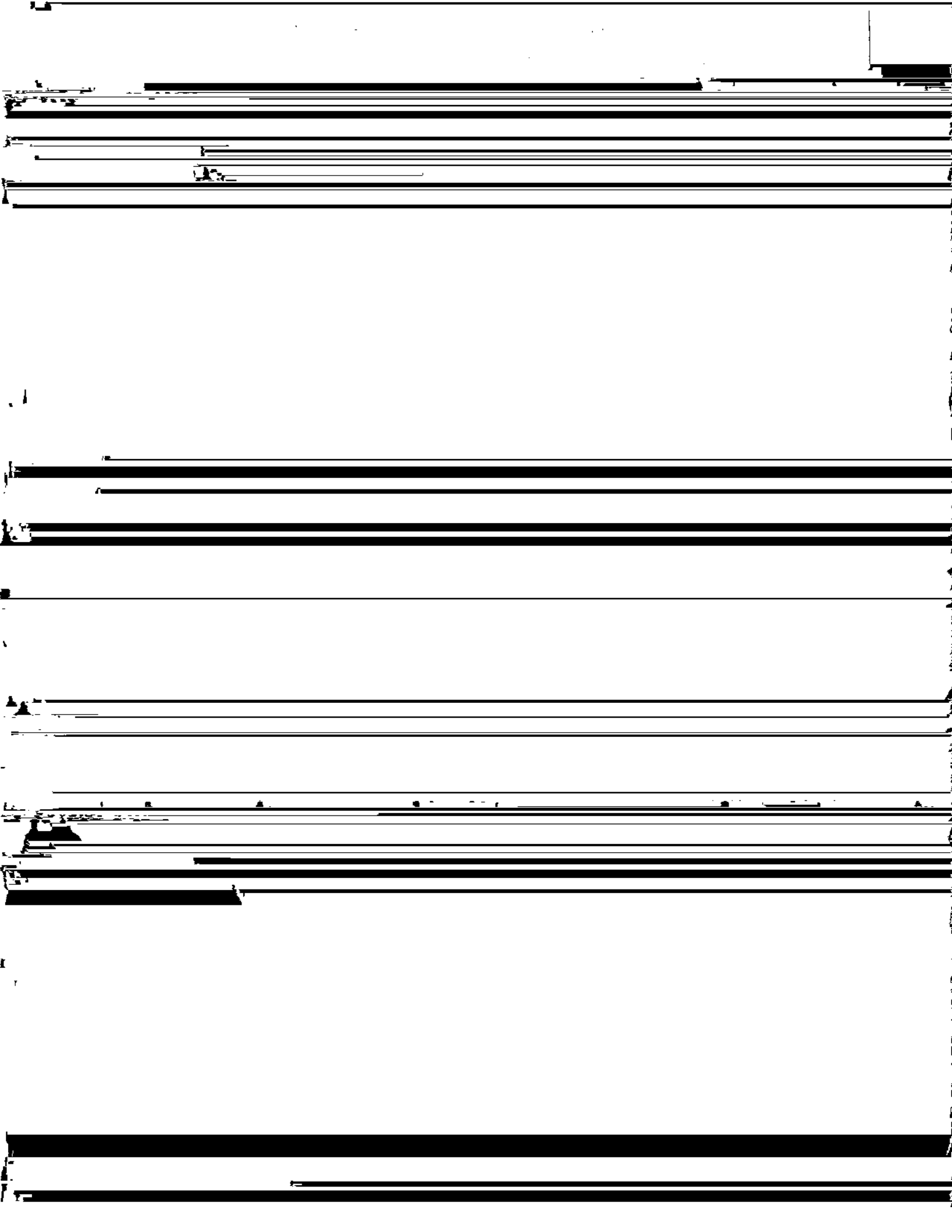
I (we) hereby make an application for the rental of the above mentioned apartment and certify that the information presented in this application and the accompanying attachments is truthful. I (we) authorized you to verify any information presented in the application and to perform a credit search on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

Applicant 1 \_\_\_\_\_ Date \_\_\_\_\_

Applicant 2 \_\_\_\_\_ Date \_\_\_\_\_

HOUSE RULES

- (1) The public halls and stairways of the Building shall not be obstructed or used for any purpose other than ingress to and egress from the apartments in the Building, and the fire towers shall not be obstructed in any way.
- (2) Children shall not play in the public halls, courts, stairways or fire towers and shall not be permitted on the roof unless accompanied by a responsible adult.
- (3) No public hall above the ground floor of the Building shall be decorated or furnished by any Lessee in any manner without the prior consent of all of the Lessees whose apartments such hall serves as a means of ingress and egress; in the event of disagreement among such Lessees, the Board of Directors shall decide.
- (4) No Lessee shall make or permit any disturbing noises in the Building or do or permit anything to be done therein which will interfere with the rights, comfort or convenience of other Lessees. No Lessee shall play upon or suffer to be played upon any musical instrument or permit to be operated a phonograph or a radio or a television loud speaker in such Lessee's Apartment between the hours of eleven o'clock P.M. and the following eight o'clock A.M. if the same shall disturb or annoy other occupants of the Building. No construction or repair work or other installation involving noise shall be conducted in any Apartment except on weekdays (not including legal holidays) and only between the hours of 8:30 A.M. and 5:00 P.M.
- (5) No article shall be placed in the halls or on the staircase landings or fire escapes, nor shall anything be hung or shaken from the doors, windows, terraces or balconies or placed upon the window sills of the Building.
- (6) No awnings, window air-conditioning units or ventilators shall be used in or about the Building except such as shall have been expressly approved by the Lessor or the Managing Agent, nor shall anything be projected out of any window or the Building without similar approval.
- (7) No sign, notice, advertisement or illumination shall be inscribed or exposed on or at any window or other part of the Building, except such as shall have been approved in writing by the Lessor or the Managing Agent.
- (8) Baby carriages, bicycles, scooters or similar vehicles shall not be allowed to stand in the public halls, passageways, areas or courts of the Building.
- (9) Garbage and refuse from the apartments shall be disposed of only at such times and in such manner as the Board of Directors may elect.
- (10) Water closets and other water apparatus in the Building shall not be used for any purposes other than those for which they were constructed, nor shall any sweepings, rubbish, rags or any other article be thrown into the



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(20) The agents of the Lessor, and any contractor or workman authorized by the Lessor, may enter any Apartment at any reasonable hour of the day for the purpose of inspecting such Apartment to ascertain whether measures are necessary or desirable to control any vermin, insects or other pests and for the purpose of taking such measures as may be necessary to control or exterminate any such vermin, insects or other pests. If the lessor takes measures to control or exterminate carpet beetles, the cost thereof shall be payable by the Lessee, as additional rent.

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(21) These House Rules may be added to, amended or repealed at any time by resolution of the Board of Directors of the Lessor.