



NAZARIAN
PROPERTY GROUP

NPG LLC
235 East 50th Street
New York, NY 10022
917-725-4068 [tel]; 206-338-4036 [fax]
Lionel@nazarianproperty.com

REQUIRED FUNDS AND DOCUMENTATION

To ensure your apartment application is processed as quickly and easily as possible, please have the following documentation on hand.

1. For **each** Tenant and Guarantor – fully completed & signed:
 - a. Credit authorization form; **and**
 - b. Applicable Application form

2. Proof of Income – (Assuming good credit, Tenants must collectively establish **verifiable** annual income equal to at least 40 x's monthly rent; We will consider tri state guarantors, however 1/2 of the guarantors verified income will be counted toward income requirements). For each Tenant / Guarantor provide **one** of the following:
 - a. Most recent W2; or
 - b. Most recent federal tax return of the individual (Front and signature page only); or
 - c. 2 pay stubs showing current payment and year to date totals; or
 - d. Signed letter from current employer on company letterhead stating position, salary and length of employment (n/a for self employed individuals);
 - e. If self-employed, a letter from personal accountant stating the individual's net income exceeds 45 times the monthly rent. Students must submit student I.D.

3. Photo identification: (e.g. drivers license, passport, school ID).

Be prepared to give a) upon application \$100 per person Application Fee (non-refundable); and if approved b) to give one month's rent deposit. Payment can be made in the following methods **(No personal checks accepted)**:

- * Bank Cashier Check.
- * Money Order.
- * Travelers Check.
- * Cash
- * Wire Transfer. ***There is a \$15 per wire bank charge.*** Call or email for wire information:

If a deposit is given with initial application then, as more fully set forth in the Good Faith Deposit

Agreement, the Deposit is refundable **only** if you are not approved by the Owner or if the apartment rents before your application is considered.

Thanks for your business. We look forward to helping you find your NEW HOME