

**MDAYS REALTY LLC**  
**1475 President Street, Office**  
**Brooklyn, NY 11213**  
**Phone (347) 627 – 9812**  
[www.leaseno fee.com](http://www.leaseno fee.com)  
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### **Rental Policy**

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

- All tenants/roommates 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) 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) at which time an interview may be conducted. Please call us before you come to our office for an interview **(347) 627 – 9812**.

- Upon acceptance of the application, applicants are to pay a **non-refundable** \$50 charge for each credit check conducted and \$750 **in CASH** 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 \$750 holding deposit.
- **MDAYS REALTY LLC** does NOT charge any broker fees.
- If you are a real estate broker you merely have to bring your client to us and we will do all the work. However, you are to give the super/handyman the \$250 "broker's tip" to insure your client a proper "move in".
- In the event applicant(s) or prospective tenants are approved and if, there is no real estate broker involved in renting the apartment; the applicant(s) tenant/occupant shall pay to super and handyman a "tip" of \$ 250.00 which is normally given to super & handyman by the real estate broker. The remaining \$500.00 left from the 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". All repairs (if necessary) are done after you are in possession.
- Three **separate** checks, pre-paid first month rent, pre-paid last 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. Thereafter, personal checks are ok. You will be notified as to the named payee.
- 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: Con Edison, telephone and the like, permitting you an easy move in.
- You will be requested to notify in writing 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 call the office (347) 627 – 9812 if repairs are not done within a reasonable amount of time.

**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? \_\_\_\_\_  
Landlord or Property Manager: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Landlord or Property Manager Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Applicant Previous Home Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
How long at previous address? \_\_\_\_\_ Leaseholder: \_\_\_\_\_ (If different from applicant)

## 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) \_\_\_\_\_  
Emergency contact: \_\_\_\_\_ Phone # \_\_\_\_\_

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 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. # \_\_\_\_\_ Brooklyn, New York 11213

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.