

Wyllie Real Estate

Licensed Real Estate Broker

Each tenant must separately fill out and submit the form. Guarantors must also fill out and submit the form.

Applications and additional documents must be emailed to info@wylliere.com or the agent you are in communication with.

LIST OF DOCUMENTS NEEDED

- 1.) Completed application (below)
- 2.) Completed credit authorization form (below)
- 3.) Employment letter stating salary and employment term
- 4.) Two forms of income verification
 - A.) First two pages of your most recent tax return
 - B.) Three most recent pay stubs
 - C.) Accountant letter stating your income for the two most recent years
- 5.) Letter from past landlord (if applicable)
- 6.) Most recent checking/saving statement
- 7.) Copy of photo ID

LEASE APPLICATION

Building Address:

Apt. Number:

Rent per Month:

Security Deposit Amount:

Lease Start Date:

Lease Term:

APPLICANT GENERAL INFORMATION

Name (first and last):

DOB:

SS#:

Driver's License #:

Current Address (address, apartment number, city, state, and zip code):

Cell Phone:

Email:

Current Landlord's Name:

Length of Tenancy:

Monthly Rent:

Landlord's Email Address:

Emergency Contact Name:

Address:

Phone Number:

Email:

Relationship:

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Licensed Real Estate Broker
205 East Broadway Ground New York NY 10002
info@wylliere.com | WWW.WYLLIERE.COM

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AUTHORIZATION

I hereby authorize Wyllie Real Estate and/or its assigned credit bureau to obtain any and all information regarding my employment, checking and/or savings accounts, credit obligations, rental history, and all other credit matters which it may require in connection to leasing a space. This consent is effective for a period of six months from the date of this consent. This form may be reproduced or photocopied and that shall be as effective as the original which I have signed. The \$20 fee for processing this application is non-refundable.

This application is subject to approval and acceptance by landlord, management and or its authorized agent. Prior to written approval no contract shall exist. No possession of premises will be granted until rent and specified security deposit are paid in form of CASH, CERTIFIED CHECK or MONEY ORDER.

I (We) certify that all the above information is true and complete to the best of my (our) knowledge.

Digital Signature:

Date: / /

Please check this box allowing Wyllie Real Estate to run your credit and background checks:

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CREDIT CARD CHARGE FORM for APPLICATION FEES

\$20.00 per tenant or guarantor (Example: 2 tenants + 1 guarantor = \$60.00)

Type of Card (check one):

VISA | MASTERCARD | AmEx | DISC

Amount of Charge: \$

Name on Card:

Card Number:

Expiration Date: /

3-digit Code:

Current Billing Address: