



APPLICATION PROCESS

Thank you for your interest in renting a home at The Marc. The following is required to complete an application to lease. Please complete and return to management.

Please note: the same documents are need for both applicants and guarantors (if applicable).

- Complete Rental Application (*paper or online*)
- Government Issued Photo Identification (*passport, state ID or drivers license*)
- Letter of Employment (*verifying length of employment, position and total compensation. If self employed, a CPA letter is needed instead.*)
- Bank Statements (*three most recent, both checking and savings*)
- Pay Stubs (*three most recent*)
- Tax Return (*last two years, first two pages and signature pages only*)
- Cancelled Rent Checks (*three most recent*)
- Good Faith Deposit (*one month's rent*)
- Application Fee (*\$100 per person*)



Regarding Apartment:

Building address: 423 Marcus Garvey Apartment number: _____ Rent per month: \$ _____
Lease to commence: ____/____/____ Lease term: _____ Renting Agent: _____

Name _____

Date of Birth ____/____/____ Social Security Number _____

Present Home Address: _____

City _____ State _____ Zip _____

Home phone _____ Work Phone _____ Cell Phone _____

E-mail _____ How long at present address? _____

Landlord _____ Phone _____ Address _____

City _____ State _____ Zip _____

Applicant previous home address _____

City _____ State _____ Zip _____

Additional Occupants: _____

Do you or any of the other occupants own a pet? Yes___ No___ If yes; Breed: _____ Weight: _____

Employment Information:

Employer _____ Address _____

Position/Title _____ Annual income \$ _____ Bonus \$ _____

Supervisor _____ Phone _____ Length of employment _____

Bank Information:

Name of Bank _____ Address: _____

City _____ State _____ Zip _____

I hereby certify to the best of my knowledge that the above stated information is true and correct and I hereby authorize 423 Marcus Garvey LLC, the Owner, and/or the Owners representatives to obtain any credit, employment, school, previous rental history or personal references. I further acknowledge that application fees are nonrefundable.

Applicant's Signature: _____ **Date:** ____/____/____