

# **SALON REALTY CORP.**

316 East 89th Street • New York, N.Y. 10128  
212-534-3131 • Fax: 212-534-6237  
www.SalonRealty.com



## **330 East 90<sup>th</sup> Street Apartment Corp.**

### **SUBLEASE APPLICATION**

The Board of Directors will only consider a sublease application after the shareholder has owned and occupied the apartment for two years. The shareholders are limited to sublease their apartment for a total of 3 years. If the sublease is approved the shareholder will be charged a sublet fee of \$50.00 per month.

- Completed sublease application
- W-2 or 1099 for the last two years
- Copy of fully executed sublease agreement ( minimum of one year)
- Financial Statement
- Non- Refundable Application fee of \$450.00 made payable to Salon Realty Corp. ( certified check or money order )
- Move In/ Out Fee \$150.00 made payable to 330 E 90 St. Apt Corp.



# SUBLEASE APPLICATION

FOR THE SUBLEASE OF COOPERATIVE APARTMENT

Building: \_\_\_\_\_ Apt: \_\_\_\_\_ Shares: \_\_\_\_\_  
Length of lease: \_\_\_\_\_ Monthly Maintenance: \$ \_\_\_\_\_  
To Begin: \_\_\_\_\_ To Expire: \_\_\_\_\_  
Security: \_\_\_\_\_ Annual Rent: \_\_\_\_\_ Monthly Rent \_\_\_\_\_  
Special conditions if any: \_\_\_\_\_

Name of Corporation: \_\_\_\_\_

Managing Agent: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_ Contract: \_\_\_\_\_

Shareholder(s): \_\_\_\_\_ SS#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

\_\_\_\_\_ SS#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Present Address: \_\_\_\_\_

Address for Notices: \_\_\_\_\_ Tel: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Sub-tenant(s) \_\_\_\_\_ SS#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Office#: ( ) \_\_\_\_\_ Home#: ( ) \_\_\_\_\_

\_\_\_\_\_ SS#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Office# ( ) \_\_\_\_\_ Home# ( ) \_\_\_\_\_

Present Address: \_\_\_\_\_

Broker(s): \_\_\_\_\_

Telephone: \_\_\_\_\_

Owner's Mortgage Lender \_\_\_\_\_

ADDITIONAL INFORMATION REGARDING APPLICANTS

Names of all persons who will reside in the Apartment: \_\_\_\_\_

Schools and colleges attended by applicants and occupants (optional): \_\_\_\_\_

Names of anyone in the building known to Applicant: \_\_\_\_\_

Are any pets to be maintained in the Apartment. If yes indicated number and kind: \_\_\_\_\_

Name of organizations to which Applicant belongs (optional): \_\_\_\_\_

REFERENCES

LANDLORD: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

OCCUPANCY FROM: \_\_\_\_\_ TO \_\_\_\_\_

PREVIOUS LANDLORD: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

OCCUPANCY FROM: \_\_\_\_\_ TO \_\_\_\_\_

PERSONAL REFERENCES:

APPLICANT

CO-APPLICANT

1. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

1. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

2. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

2. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

3. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

3. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

4. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

4. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

BUSINESS AND PROFESSIONAL REFERENCES

APPLICANT

CO-APPLICANT

1. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

1. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

2. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

2. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_

PERSONAL INFORMATION REGARDING APPLICANT(S)

DATE \_\_\_\_\_

APPLICANT

CO-APPLICANT

NAME: \_\_\_\_\_

\_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

DATE OF RESIDENCE: \_\_\_\_\_ TO \_\_\_\_\_

\_\_\_\_\_ TO \_\_\_\_\_

CITIZENSHIP: \_\_\_\_\_

\_\_\_\_\_

OCCUPATION: \_\_\_\_\_

\_\_\_\_\_

NATURE OF BUSINESS: \_\_\_\_\_

\_\_\_\_\_

EMPLOYER: \_\_\_\_\_

\_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PERIOD OF EMPLOYMENT: \_\_\_\_\_ TO \_\_\_\_\_

\_\_\_\_\_ TO \_\_\_\_\_

POSITION HELD: \_\_\_\_\_

\_\_\_\_\_

PRIOR EMPLOYER AND POSITION OR RESIDENCE IN LESS THAN 3 YEARS  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

INCOME ESTIMATE FOR THIS YEAR: \_\_\_\_\_

\_\_\_\_\_

ACTUAL INCOME LAST YEAR: \_\_\_\_\_

\_\_\_\_\_

EDUCATIONAL BACKGROUND: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Financial Statement

Applicant: \_\_\_\_\_ Co-Applicant: \_\_\_\_\_  
 Address: \_\_\_\_\_ Address: \_\_\_\_\_

The following is submitted as being a true and accurate statement of the financial condition of the undersigned on the:  
 \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

		Applicant	Co-Applicant			Applicant	Co-Applicant
Cash in banks (Schedule A)				Notes Payable (Schedule E)			
Money Market Funds				To Banks			
Contract Deposit				To Relatives			
Investments: Stocks and Bonds (Schedule B)				To Others			
Investments in Own Business				Installment Accounts Payable:			
Accounts and Notes Receivable				Automobile			
Real Estate Owned (Schedule C)				Other			
Automobiles:				Other Accounts Payable			
Year				Mortgages Payable on Real Estate (Schedule F)			
Make				Unpaid Real Estate Taxes			
Personal Property and Furniture				Unpaid Income Taxes			
Life Insurance				Chattel Mortgages			
Cash Surrender Value				Loans on Life Insurance Policies (include Premium Advances)			
Retirement Funds/ IRA				Outstanding Credit Card Debt			
401K				Other Debts (Schedule G)			
KEOGH				TOTAL LIABILITIES		\$0.00	\$0.00
Profit Sharing/ Pension Plan				NET WORTH		\$0.00	\$0.00
Other Assets (Schedule D)							
TOTAL ASSETS		\$0.00	\$0.00				
COMBINED ASSETS			\$0.00	COMBINED LIABILITIES			\$0.00

		Applicant	Co-Applicant			Applicant	Co-Applicant
Base Salary				Maintenance			
Overtime Wages				Apartment Financing			
Bonus and Commissions				Other Mortgages			
Dividends and Interest Income				Bank Loans			
Real Estate Income (Net)				Auto Loans			
Other Income Including Gifts (Schedule H)				Other:			
TOTAL		\$0.00	\$0.00	TOTAL		\$0.00	\$0.00
				COMBINED TOTAL			\$0.00

		Applicant	Co-Applicant		
Personal Bank Accounts at				Are you a defendant in any legal action?	
Savings and Loan Accounts at				Are there any unsatisfied judgments?	
Purpose of Loan				Have you ever taken bankruptcy? Explain:	
				An Endorser or Co-maker on Notes	
				Alimony Payments (Annual)	
				Child Support	

**SCHEDULE OF BONDS AND STOCKS**

Amount of Shares	Description (Extended Valuation in Column)	Marketable Value	Non-Marketable Value

**SCHEDULE OF REAL ESTATE**

Description and Location	Cost	Actual Value	Mortgage Amount	Maturity Date

**SCHEDULE OF NOTES PAYABLE**

Specify any assets pledged as collateral, including the liabilities they secure:

To Whom Payable	Date	Amount	Due	Interest	Pledged as Security

The foregoing application (pages 1 through 5) has been carefully prepared, and the undersigned hereby solemnly declare(s) and certify(s) that all the information contained herein is true and correct.

Date \_\_\_\_\_ 19\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_ 19\_\_\_\_

Signature \_\_\_\_\_