



338 East 92nd Street • New York, N.Y. 10128  
212-534-3131 • Fax: 212-534-6237  
www.SalonRealty.com

Apartment Lease Application

# Tompkins East Condominium

Dear Prospective Renter,

Thank you for your interest in renting an apartment at 631 East 9<sup>th</sup> Street. Enclosed is the Rental Application that will be reviewed by the Board of Managers. Please return one (1) original and three (3) copies of the application along with all supporting documentation. Checks for the following fees should be delivered along with your application.

- 1) Rent application processing fee: \$350  
-Please make checks payable to: Salon Realty Corp.
  
- 2) Move-in security deposit (refundable): \$500  
-Please make checks payable to: Salon Realty A.A.F. Tompkins East Condominium
  
- 3) Rental fee (non-refundable): Amount equal to 2 months common charges on the subject apartment  
-Please make checks payable to: Salon Realty A.A.F. Tompkins East Condominium

Sincerely,

Joshua Salon  
Salon Realty Corp.  
Management

Supporting Documents for Rental Application

1. Application & documents submitted to unit owner
2. If none, please fill out enclosed application
3. Letter of Reference from Current Landlord/Management Company
4. Letter of Reference from Employer stating salary, position and length of Employment along with a copy of the most recent W-2
5. Acknowledgement of the House Rules to be signed by both unit and tenant
6. Copy of Lease

# APPLICATION FOR RENTAL OF A CONDOMINIUM APARTMENT

	APPLICANT	SPOUSE OR CO-APPLICANT
NAME		
CURRENT ADDRESS		
PRIOR ADDRESS		
TELEPHONE		
SOCIAL SECURITY NO.		
DATE OF BIRTH		
EMPLOYER		
ADDRESS		
TELEPHONE		
PRIOR EMPLOYER		
ADDRESS		
TELEPHONE		
- Broker	FOR APPLICANT	FOR UNIT OWNER
NAME		
ADDRESS		
TELEPHONE		

APPLICATION FOR RENTAL OF A CONDOMINIUM APARTMENT

Name of Applicant \_\_\_\_\_

Name of Co-Applicant/Spouse \_\_\_\_\_

Maiden Name of Applicant/Co-Applicant/Spouse \_\_\_\_\_

Date/Place of Birth of Applicant \_\_\_\_\_

Schools Attended \_\_\_\_\_

Degrees Earned \_\_\_\_\_

Number of Persons Who Would Occupy Apartment \_\_\_\_\_

Number and Ages of Children (if any) \_\_\_\_\_

Names of Other Persons Who Will Occupy Apartment \_\_\_\_\_

Address of Any Additional Residence(s) Owned or Leased \_\_\_\_\_

Information Regarding Any Pets to Be Maintained in the Apartment \_\_\_\_\_

Do any of the intended occupants play a musical instrument? If so, name instrument \_\_\_\_\_

Special remarks and additional information which may be pertinent or helpful as an indication of the nature of applicant's occupancy \_\_\_\_\_

Acknowledgement of Rules and Regulations of the Condominium Association

Tompkins East Condominium  
631 East 9<sup>th</sup> Street

Dear Board of Managers,

I acknowledge receipt of the Rules and Regulations of the Condominium Association as part of the rental application given to me. I understand, accept and agree to adhere to and comply with said Rules and Regulations.

Tenant \_\_\_\_\_

Date: \_\_\_\_\_

Tenant \_\_\_\_\_

Date: \_\_\_\_\_

Acknowledgement of Rules and Regulations of the Condominium Association

Tompkins East Condominium  
631 East 9<sup>th</sup> Street

Dear Board of Managers,

I acknowledge that I shall be responsible for any violations of the Condominium Association's Rules and Regulations by the tenant leasing my apartment.

Unit Owner \_\_\_\_\_

Date: \_\_\_\_\_

Unit Owner \_\_\_\_\_

Date: \_\_\_\_\_

**Rider to Sublease**

**Building Address: 631 East 9<sup>th</sup> Street, New York, NY. 10009**

Unit #:

Unit Owner:

Tenant(s) Name:

Lease Start Date:

Lease End Date:

It is agreed by both the unit owner and lessee that except for emergency situations, all communications regarding the apartment and/or building shall be made directly to the unit owner and not the building manager or Superintendant.

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Unit owner: \_\_\_\_\_

Date: \_\_\_\_\_

Lessee: \_\_\_\_\_

Date: \_\_\_\_\_

SCHEDULE A

RULES AND REGULATIONS OF  
TOMPKINS EAST CONDOMINIUM

1. The Residential Units may be used only for private residential use, except that a Residential Unit Owner may use his Unit for any home occupation use permitted under applicable zoning law and ordinances, building code or other rules and regulations or governmental authorities having jurisdiction. Such Residential Units may also be used as professional offices by a resident thereof provided such professional use does not violate any zoning laws and ordinances and provided further that the prior written consent of the Board of Managers to such professional use is obtained.
  
2. Except as set forth above, no industry, business, trade, occupation or profession of any kind, commercial, religious, educational or otherwise designed for profit altruism, or otherwise, shall be conducted, maintained or permitted on any part of the Property, nor shall any "For Sale", "For Rent", or "For Lease" or similar signs or other window displays or advertising be maintained or permitted on any part of the Property or in any Unit therein nor shall any Unit be rented for transient, hotel or motel purposes. The right is reserved by the Sponsor, its designee and the Board of Managers, or its agent, to place "For Sale", "For Rent" or "For Lease" or similar signs on any unsold or unoccupied Units, and the right is hereby given to any mortgagee, who may become the owner of any Unit to place such signs on any Unit owned by such mortgagee, but in no event will any such sign be larger than one (1') foot by two (2') feet. Additionally the right is reserved by Sponsor and its designee to maintain and staff one or more vacant and unsold Units in the Buildings as a sales office and/or model Unit. Sponsor and its designee shall have the right to place "For Sale", "For Rent", or "For Lease" signs or similar signs on the Buildings or elsewhere on the Property without regard to size.
  
3. ~~No exterior of any Residential Unit or the windows or doors thereof or any other portions of the Common Elements shall be painted or decorated by any Owner or in any manner without prior written consent of the Board of Managers.~~
  
4. No furniture, equipment, or other personal articles shall be placed in entrances, stairways, or other Common Elements.



5. No Unit Owner shall make or permit any noise or objectionable odor that will disturb or annoy the occupants of any of the Units in the Buildings or do or permit anything to be done therein which will interfere with the rights, comfort, or convenience of other Unit Owners.
6. Each Unit Owner shall keep his Unit in a good state of preservation and cleanliness and shall not sweep or throw or permit to be swept or thrown therefrom, or from the doors or windows of a Unit any dirt or other substances.
7. No exterior shades, awnings, window guards ventilators, fans or air conditioning devices shall be used on or about the Buildings or Common Elements except such as shall have been approved by the Board of Managers.
8. Except as provided above, no sign, notice, lettering, or advertisement shall be inscribed or exposed on or at any window, door, or other part of the Building, except such as shall have been approved in writing by the Board of Managers, nor shall anything be projected out of any window of the Building without similar approval.
9. All garbage and refuse from the Building shall be deposited with care in plastic bags or other suitable receptacles intended for such purpose only at such time and in such manner as the Board of Managers may direct.
10. Water closets and other water apparatus in the Building shall not be used for any purposes other than those for which they were constructed; nor shall any sweepings, rubbish, rags, paper ashes, or any other article be thrown into the same. Any damage resulting from misuse of any water closet or other apparatus shall be paid for by the Unit Owner causing such damage.
11. No Unit Owner shall engage any employee of the Condominium for any private business of the Unit Owner without the prior written consent of the Board of Managers.
12. No bird or animal shall be kept or harbored in the Buildings unless the same in each instance be expressly permitted in writing by the Board of Managers. In no event shall dogs be permitted in any of the public portions of the Building unless carried or on a leash. The Unit Owners shall indemnify the Board of Managers and hold it harmless against any loss or liability of any kind or character whatsoever arising from or as a result of having any animal in the Building.
13. No radio or television aerial shall be attached to or hung from the exterior of the Building without the written approval of the Board of Managers. The Board of Managers, upon the request of any Unit Owner, shall allow the installation of any hook-up necessary to provide cable television service to the Units.

14. The agents of the Board of Managers, and any contractor or workman authorized by them, may enter any Unit at any reasonable hour of the day for any purpose permitted under the terms of the Declaration, By-Laws, or Buildings Rules and Regulations.
15. The Board of Managers may retain a passkey to each Unit. No Unit Owner shall alter any lock on any door leading into his Unit without the prior consent of the Board of Managers.  
  
If such consent is given, the Unit Owner shall provide the Board of Managers with a key for their use.
16. No Unit Owner or any visitor, guest, patient, employee or any client of a Unit Owner shall be allowed in the electrical equipment areas without the express permission of the Board of Managers.
17. All damage to the Building or Common Elements caused by the moving or carrying of any article therein shall be paid by the Unit Owner responsible.
18. No Unit Owner shall interfere in any manner with any portion of the lighting apparatus which are part of the Common Elements and not part of the Unit Owner's Unit.
19. No Unit Owner shall use or permit to be brought into the Building any inflammable oils or fluids such as gasoline, kerosene, naphtha, benzine or other explosives or articles deemed extra-hazardous to life, limb, or property without in each case obtaining the written consent of the Board of Managers.
20. The Unit Owner shall not be allowed to put his name on any entry to the Buildings or entrance to any Unit, except in the proper places approved by the Board of Managers for such purpose.
21. Any damage to the Building or equipment caused by the Unit Owners, their guests, visitors, clients, patients or other employees shall be repaired at the expense of the said Unit Owner.
22. Complaints regarding the management of the Building and grounds or regarding the actions of other Unit Owners shall be made in writing to the Board of Managers.
23. No Unit shall be used or be occupied in such manner as to obstruct or interfere with the enjoyment of occupants or owners of adjoining Units; nor shall any nuisance or immoral or illegal activity be committed or permitted to occur in or about any Unit or upon any part of the Common Elements.

24. The Common Elements are intended for use for the purpose of affording pedestrian movement within the Condominium and of providing access to the Units. No part of the Common Elements shall be obstructed as to interfere with its use for the purposes hereinabove recited; nor shall any part of the Common Elements be used for general storage purposes, except maintenance storage; nor shall anything be done thereon in any manner which shall increase the rate or hazard and liability insurance covering said area and improvements situated there on.
25. No immoral, improper, offensive, or unlawful use shall be made of the Property or any part thereof, and all valid laws, zoning ordinances and regulations of all governmental agency having jurisdiction thereof, relating to any portion of the Property, shall be eliminated, by and at the sole expense of the Unit Owners, or the Board of Managers, whichever shall have the obligation to maintain or repair such portion of the property.