



Atlantic Towers Associates Rental Application - Required Information/Documentation

Please provide the following information for all persons who will be occupying the apartment and for those who will be responsible for paying the rent as well.

1. A \$20.00 money order (**per applicant**) made payable to Nelson Management Group for a full credit report/background check.
2. A copy of two (2) most recent tax returns.
3. Four (4) most recent pay stubs, pension letter, or social security award letter. If self-employed, verified letter from accountant and copy of Schedule C.
4. Rent breakdown from your current Management Office (last 12 months) last twelve (12) months canceled rent checks if you live in a private home.
5. Government Issued ID i.e. Driver's License or DMV ID card.

Tenant(s) annual household income must be **40 TIMES THE MONTHLY RENT**

Other items such as bank statements and letters verifying employment and salary are also helpful.

For any questions regarding the above you can contact Nancy Marzano (718) 997-9500 ext. 105

Atlantic Towers Associates participates in a New York City program preserving workforce housing. Due to this, certain income limits apply based on household size. Please see below for the **MAXIMUM** income allowable for tenant households upon moving in to the property.

<u>HH Size</u>	<u>Maximum Annual Income (125%)</u>
1	\$104,500
2	\$119,375
3	\$134,250
4	\$145,485
5	\$161,125
6	\$173,000
7	\$185,000
8	\$196,875

EQUAL HOUSING OPPORTUNITY



Nelson Management Group, Ltd.

118-35 Queens Boulevard Forest Hills New York 11375

Phone· (718) 997-9500 Fax· (718) 997-1781

NELSON MANAGEMENT GROUP LTD.

Move In Information

Property Description _____ rental building _____

Deposit _____ One months rent _____ Rent _____

Contract Length ___ 1 or 2 years _____ Move in date ___ to be determined _____

Applicant Information

First name _____ Last name _____

Social security number _____ Birth day _____

Phone _____ Cell phone _____

License _____ Smoke? _____

Co-Applicant Information

First name _____ Last name _____

Social security number _____ Birth day _____

Phone _____ Cell phone _____

License _____ Smoke? _____

Additional Occupants

Name _____ Relationship _____ Age _____

Name _____ Relationship _____ Age _____

Name _____ Relationship _____ Age _____

Name _____ Relationship _____ Age _____

Name _____ Relationship _____ Age _____



EQUAL HOUSING
OPPORTUNITY

**We Do Business in Accordance With the Federal
Fair Housing Law**

(The Fair Housing Amendments Act of 1988)

Current Address

Address _____

City _____ State _____ Zip _____

Manager _____ Manager Phone _____

Start Date _____ End Date _____

Reason for leaving _____

Past Rental History

Address _____

City _____ State _____ Zip _____

Manager _____ Manager Phone _____

Start Date _____ End Date _____

Reason for leaving _____

Employment History

Company _____

Manager _____ Manager Phone _____

Employment Length _____ Monthly Pay _____

Co-Applicant Employment History

Company _____

Manager _____ Manager Phone _____

Employment Length _____ Monthly Pay _____



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Additional Income

Income source _____ Amount _____

Verify with? _____ Phone _____

Bank Information

Bank name _____ Account # _____ Amount _____

Bank name _____ Account # _____ Amount _____

Bank name _____ Account # _____ Amount _____

Bank name _____ Account # _____ Amount _____

Personal References

Name _____ Relationship _____ Phone _____

Name _____ Relationship _____ Phone _____

Name _____ Relationship _____ Phone _____

Automobile Information

Make _____ Model _____ Plate \$ _____

Make _____ Model _____ Plate \$ _____



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Additional Information

Have you ever been convicted of a crime? Describe and Date each one: _____

Have you ever been evicted or declared bankruptcy? Describe and Date each one:

_____ (initials) I agree to the following statement - I represent that the information provided in this application is true, complete and accurate to the best of my knowledge. I understand that any misrepresentation or omission of information is grounds for eviction.

_____ (initials) I agree to the following statement - I understand that the information provided might be used by Landlord to determine whether to accept this application. I authorize Landlord to verify all the information given in this application, including past rental information, personal references and employment information provided. I authorize the Landlord to obtain a current credit and criminal background check.

_____ (initials) I agree to the following statement - I understand that this application is not a rental agreement and that this application does not create any obligation on the Landlord.

The undersigned represent that the information provided in this application is true, complete, and accurate to the best of my knowledge. I understand that any misrepresentation or omission of information is grounds for eviction.

Signature _____ Date _____

Signature _____ Date _____

PETS ARE NOT PERMITTED



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STORAGE AND/OR USE OF BBQ'S ARE NOT PERMITTED ON TERRACES.