



**To: All Applicants**

**Re: Application Documents**

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Dear Applicant,

Thank you for your interest in our apartments. The following is a checklist of documents required for the application process. Should you have any questions, please do not hesitate to reach out to our leasing department:

Matthew Goldberg, Assistant Vice President (212) 757-7500 ext. 112 [msg@wamnetworks.com](mailto:msg@wamnetworks.com)

Susan Virgadamo, Senior Vice President (212) 757-7500 ext. 109 [ssv@wamnetworks.com](mailto:ssv@wamnetworks.com)

- \$75 Application Fee -
  - 145 West 58th Street - Checks Payable to: Meurice Equity Partners LLC
  - 150 West 58th Street - Checks Payable to: William Moses Co. Inc.
  - 575 West End Avenue - Checks Payable to: 575 Associates Inc.
  - 853 Seventh Avenue - Checks Payable to: W&HM Realty Partners Co. LLC
- WAM General Application
- Photo Identification (VISA if applicable)
- Income Verification -
  - Letter from Employer OR
  - 3 most recent paystubs OR
  - last 2 years' tax return (first 2 pages)
- Recent Bank or Brokerage Account Statement

For supporting documentation, we accept either hard copies or electronic copies via e-mail. Hard copies can be left downstairs at the front desk of our main office at 145 West 58th Street.

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TELEPHONE: (212) 757-7500

FAX: (212) 581-9130

# W&HM REALTY PARTNERS CO. LLC

REAL ESTATE - OWNER - MANAGER

## APPLICATION FOR OCCUPANCY

145 WEST 58<sup>TH</sup> STREET  
NEW YORK, N.Y. 10019

Building Name/Address: \_\_\_\_\_ Apt. #: \_\_\_\_\_

No. of Rooms: \_\_\_\_\_ Monthly Rent: \_\_\_\_\_ Security Deposit: \_\_\_\_\_

## PERSONAL INFORMATION

Name: \_\_\_\_\_ SSID#: \_\_\_\_\_ DOB: \_\_\_\_\_ US Citizen (circle one): YES NO

Phone # \_\_\_\_\_ Email address: \_\_\_\_\_

In Case of Emergency Notify: \_\_\_\_\_ Email address: \_\_\_\_\_

Phone # \_\_\_\_\_ Mailing address: \_\_\_\_\_

## RESIDENTIAL INFORMATION

Present Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Rent: \_\_\_\_\_ Own: \_\_\_\_\_ Length of Residence : \_\_\_\_\_ (YRS)

Rent/Mortgage Payment: \_\_\_\_\_ Present Landlord or Mortgage Co: \_\_\_\_\_

Phone #: \_\_\_\_\_ Address: \_\_\_\_\_ Mortgage Acct #: \_\_\_\_\_

Previous Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Previous Landlord: \_\_\_\_\_ Phone: \_\_\_\_\_ Term : \_\_\_\_\_ (YRS)

## EMPLOYMENT

Employer: \_\_\_\_\_ Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone #: \_\_\_\_\_ Date of Hire: \_\_\_\_\_

Annual Salary: \_\_\_\_\_ Position Held: \_\_\_\_\_

## FINANCIAL INFORMATION

Bank: \_\_\_\_\_ Phone #: \_\_\_\_\_ Address: \_\_\_\_\_

Checking Acct#: \_\_\_\_\_ Savings Acct #: \_\_\_\_\_ Contact: \_\_\_\_\_

Bank (2): \_\_\_\_\_ Phone #: \_\_\_\_\_ Address: \_\_\_\_\_

Checking Acct #: \_\_\_\_\_ Savings Acct #: \_\_\_\_\_ Contact: \_\_\_\_\_

## BUSINESS REFERENCES

CPA Firm: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

Law Firm: \_\_\_\_\_ Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

## OCCUPANTS:

Adults: \_\_\_\_\_ Children: \_\_\_\_\_ Pets: \_\_\_\_\_

I authorize Henry Williams Co., Inc. to conduct inquiries concerning my employment and income. References from landlords and mortgage institutions including Attorneys and CPA's to furnish all information requested of you. IN compliance with the FCRA, I understand I may not view a copy of the report being furnished to the Landlord of Employer. I authorize to all above that a photocopy or facsimile copy of my signature and authorization will serve as an original. I agree that all the above information is true and that I am of legal age (18 years of age or above) to enter into this contract. I further agree that I am not renting an apartment under any other name and I have never been dispossessed. I agree that the owner/employer has the sole right to accept or reject this application. I understand that all processing fees are non-refundable.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

How did you hear about us?

Broker \_\_\_\_\_ Internet \_\_\_\_\_ Other \_\_\_\_\_  
Name/Firm Website How?

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REAL ESTATE - OWNER - MANAGER

145 WEST 58<sup>TH</sup> STREET  
NEW YORK, N.Y. 10019

## APPLICATION FOR GUARANTOR

Building Name/Address: \_\_\_\_\_ Apt. #: \_\_\_\_\_

No. of Rooms: \_\_\_\_\_ Monthly Rent: \_\_\_\_\_ Security Deposit: \_\_\_\_\_

## PERSONAL INFORMATION

Name: \_\_\_\_\_ SSID#: \_\_\_\_\_ DOB: \_\_\_\_\_ US Citizen (circle one): YES NO

Phone # \_\_\_\_\_ Email address: \_\_\_\_\_

Relationship to the Applicant: \_\_\_\_\_

## RESIDENTIAL INFORMATION

Present Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Rent: \_\_\_\_\_ Own: \_\_\_\_\_ Length of Residence : \_\_\_\_\_ (YRS)

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Name/Firm Website How?