

OLYMPIA HOUSE DELAWARE LP
12 EAST 44TH STREET
6TH FLOOR
NEW YORK, NY 10017
TEL. (212) 370-9111
FAX. (212) 370-9456

Guarantor Application Instructions

If you are employed by a company, please submit for each applicant:

1. An employment letter describing your position, the date of employment and annual salary.
2. Copies of 3 recent pay stubs.
3. The first page of your 2 most recent bank statements (checking & savings).
4. Landlord reference letter stating how long you have been there, your rent responsibilities, and whether you have paid your rent in a timely fashion.
5. Copy of United States photo id.
6. The attached Guarantor Application.

If you self-employed, please submit for each applicant:

1. The first 2 pages of last two years' tax returns (1040).
2. Most recent bank statements (checking & savings)
3. Landlord reference letter stating how long you have been there, your rent responsibilities, and whether you have paid your rent in a timely fashion.
4. Copy of photo id.
5. The attached Apartment Lease Application.

Once approved, we will require certified checks, cashier's checks or money orders, which should be made payable to:

Ist Month's Rent		Payable to:	OLYMPIA HOUSE DELAWARE LP
Security Deposit		Payable to:	OLYMPIA HOUSE DELAWARE LP
Processing Fee	\$100.00	Payable to:	OLYMPIA HOUSE DELAWARE LP

Olympia House Delaware LP

12 East 44th Street
6th Floor
New York, NY 10017

GUARANTOR APPLICATION

House No. _____ Apartment _____ No.
Rooms _____
Term of
Lease _____ From _____ To _____
Rent per Month _____
Security _____
Applicant's
name _____

1. Guarantor's name _____ Age _____ Social Security

2. Present
Address _____
Phone _____

3. Business or
employer _____
Phone _____
Address _____
Length of employment _____ Type of
Business _____
Position in office _____
Income _____
Additional source of
income _____

4. Present
Landlord _____
Address _____
Phone _____
How long a tenant _____ Reason for
moving _____

5. References (personal)

Name _____ Phone _____
Address _____

6. References (business to verify employment)

Name _____ Phone _____
Address _____

7. Credit cards (for charge account name only) _____

8. Name of Bank _____ Checking _____
Savings _____

Address _____
Account # _____

Name of Bank _____ Checking _____
Savings _____

Address _____
Account # _____

9. In case of emergency
notify _____

1. Applicant authorizes broker and or landlord to run a consumer agency credit report.
2. The landlord assumed no responsibility to the applicant for delay in giving possession, due to failure of present occupant to vacate at termination of lease, or for any other reason, except that applicant will be credited with an allowance equal to the daily amount of Rent, multiplied by the actual number of days for which possession cannot be given, and the tenant agrees to accept the lease subject to such conditions.

Guarantor's Signature

OLYMPIA HOUSE DELAWARE LP

Landlord

Apt # _____

At: _____

Gentlemen,

This letter shall serve as my agreement to guarantee the above lease on behalf of

_____ the tenant.

I agree to be liable to the owner for Rent due that is not paid by the tenant, including future renewals. Furthermore, I agree to guarantee the performance by the tenant of this lease as if I was named tenant, including future renewals.

This letter is tendered to induce the owner to execute a lease with the proposed tenant.

Guarantor understands that Rent is due on the First of each and every month. If tenant is unable to pay Rent by the sixth of the month, Guarantor will be responsible to pay all past due Rent.

A copy of this letter shall be attached to each copy of the lease executed by the owner and tenant.

Date: _____ 20 _____

Guarantor's Signature

Sworn to before me on

This _____ day off _____ 20 _____

Guarantor's Name

Guarantor's Address

City, State, Zip Code

Guarantor's Social Sec #

THIS FORM MUST BE NOTARIZED SHOWING
THE NOTARY'S SEAL AND RETURNED IN THE
ORIGINAL TO AGENT