

This is draft document for layout only. Please contact the managing agent for current information.

**REQUIREMENTS FOR RENTAL**  
**(260 WEST BROADWAY)**

**Please submit (1) one original and ( 1 ) collated sets of all documents**  
**Total # ( 2 ) collated sets. MUST BE IN LISTED ORDER.**

1. Lease of a Condominium Unit (attached),
2. Lease Application (attached) completed by all applicants).
3. Most Recent Tax Returns and W-2.
4. Employment reference letter, must indicate annual salary & position (only original will be accepted).
5. Landlord/Managing Agent reference letter (only original will be accepted).
6. Three (3) Personal Reference letter (Original).
7. Three (3) Business reference letter (Original).
8. Please run your own credit report and must be included in this package for all applicants.
9. Picture identification for all owners moving in and or living in the apartment (form attached).
10. Signed By Laws forms (attached).
11. Signed Carpet and Rugs forms (attached).
12. Application processing fee (non-ref) \$ 300.00 payable to Orsid Realty Corp.
13. A check for 500.00 for move in deposit (ref) payable to 260 West Broadway Condominium.
14. A check for 500.00 for move out deposit (ref) payable to 260 West Broadway Condominium, if apartment is currently vacant at time of closing then this will not be required.

Contact the Building superintendent directly to schedule all move in/out Constantin Statescu at 212-966-0886.

**ONLY COMPLETE APPLICATION WILL BE PROCESSED. IF PACKAGE IS INCOMPLETE IT WILL BE RETURNED TO YOU FOR COMPLETION AND RESUBMISSION.**

**PLEASE FORWARD ALL THE ABOVE DOCUMENTS AND THE APPROPRIATE COPIES FOR PROCESSING TO:**

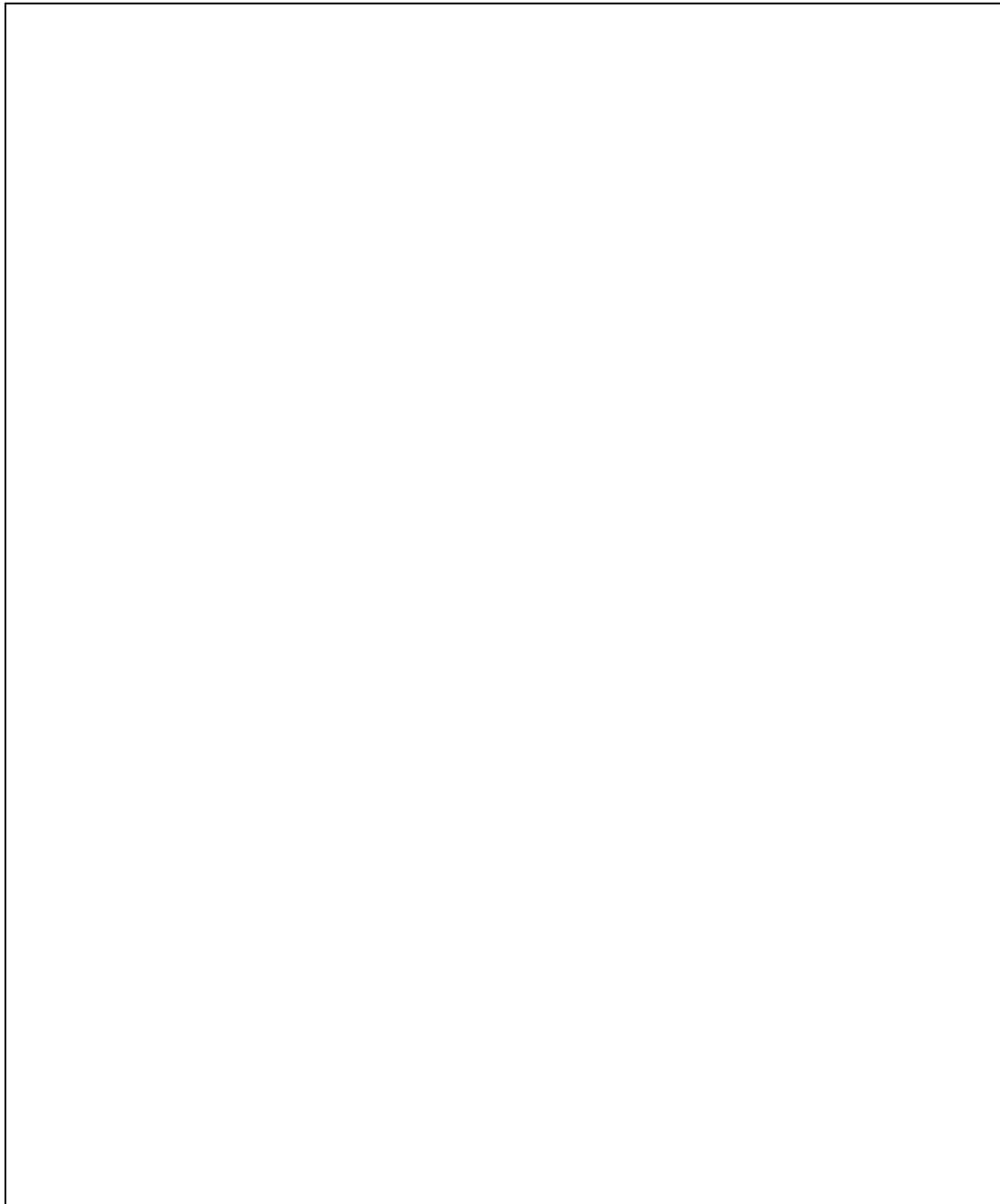
**ORSID REALTY CORP.**  
**1740 BROADWAY. 2<sup>ND</sup> FLOOR**  
**NEW YORK, NY 10019**  
**ATTN: ANITA SEHWANI**

**IF YOU HAVE ANY QUESTIONS PLEASE CONTACT ME 212-247-2603 EXT 737**

**260 WEST BROADWAY CONDOMINIUM  
260 WEST BROADWAY  
NEW YORK, NY 10013**

**PICTURE I.D.**

**PLEASE ATTACHE A COPY OF PICTURE IDENTIFICATION FOR ALL  
RENTAL APPLICANTS THAT WILL BE LIVING IN THE APARTMENT  
ALONG WITH THIS APPLICATION.**

A large, empty rectangular box with a thin black border, intended for the applicant to attach a copy of their picture identification. The box is currently blank.

**260 WEST BROADWAY CONDOMINIUM  
260 WEST BROADWAY  
NEW YORK, NY 10013**

**CARPET AND OR RUGS**

I/ WE, as prospective TENANT (s) of Apartment # \_\_\_\_\_, located at 260 West Broadway, New York, NY 10013 has been informed to put down carpets and or rugs if need be by the Condominium.

I/ WE agree to comply with these rules by the Condominium if requested upon to do so.

<hr/> <b>Owner Name:</b>	<hr/> <b>Owner Signature</b>	<hr/> <b>Date:</b>
<hr/> <b>Owner Name:</b>	<hr/> <b>Owner Signature</b>	<hr/> <b>Date:</b>
<hr/> <b>Rental Applicant Name:</b>	<hr/> <b>Rental Applicant Signature</b>	<hr/> <b>Date:</b>
<hr/> <b>Rental Applicant Name:</b>	<hr/> <b>Rental Applicant Signature</b>	<hr/> <b>Date:</b>

**260 WEST BROADWAY CONDOMINIUM  
260 WEST BROADWAY  
NEW YORK, NY 10013**

**BY LAWS OF THE CONDOMINIUM**

I/ WE, as prospective TENANT(s) of Apartment # \_\_\_\_\_, located at 260 West Broadway, New York, NY 10013 has been informed by the owner (s) of the apartment of the rules on by-laws of the Condominium.

I/ We agree to comply with all the rules indicated on the By-Laws.

\_\_\_\_\_  
**Owner Name:**

\_\_\_\_\_  
**Owner Signature:**

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

\_\_\_\_\_  
**Owner Name:**

\_\_\_\_\_  
**Owner Signature:**

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

\_\_\_\_\_  
**Rental Applicant Name:**

\_\_\_\_\_  
**Rental Applicant Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Rental Applicant Name:**

\_\_\_\_\_  
**Rental Applicant Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Rental Applicant Name:**

\_\_\_\_\_  
**Rental Applicant Signature**

\_\_\_\_\_  
**Date**

**260 WEST BROADWAY CONDOMINIUM**

**ASSIGNMENT OF RENTS**

DATE: \_\_\_\_\_

UNIT #: \_\_\_\_\_

In connection with the lease of the subject apartment, I hereby authorize 260 West Broadway Condominium to collect rents due and owing by my tenant to me in the event that I am in arrears of common charges or other obligations to the Condominium by more than 30 days.

By my tenant's signature below, my tenant agrees to pay rent to the Condominium upon written notice from the Condominium that I am in arrears of common charges or other obligations to the Condominium by more than 30 days, and I agree to credit my tenant's obligation to pay me rent in any amount that is paid by my tenant to the Condominium in accordance with this Assignment of Rent.

For purposes hereof, notice from the Condominium will be sufficient if mailed, return receipt requested, to my tenant at the above referenced unit at 260 West Broadway Condominium, New York, New York 10013 or if delivered by hand to that unit, and notice will be deemed given 2 days after mailing, if mailed, and on the date of delivery, if by hand.

**Unit Owner #1**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Unit Owner #2**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Tenant #1**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Tenant #2**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date