

# CREDIT AND BACKGROUND CHECK AUTHORIZATION

NOTICE: All adult applicants (18 years or older) must complete a separate authorization.

510 - 530 West 45th Street  
 New York, NY 10036  
 212-247-2682  
[Leasing@530West45.com](mailto:Leasing@530West45.com)

APARTMENT:	RENT:	SECURITY DEPOSIT:	AGENT:
START DATE:	LEASE LENGTH:	BROKER:	BROKER PHONE:

## APPLICANT INFORMATION

FIRST NAME	M.I.	LAST NAME	SUFFIX	SSN	DATE OF BIRTH
HOME PHONE ( )	WORK PHONE ( )	EMAIL			

## CURRENT ADDRESS

STREET ADDRESS	CITY	STATE	ZIP
LANDLORD/MANAGING AGENT NAME	LANDLORD/MA PHONE ( )	YEARS AT CURRENT RESIDENCE	
MONTHLY RENT	DATE IN	DATE OUT	REASON FOR LEAVING

## PREVIOUS ADDRESS (if less than 2 years at current)

STREET ADDRESS	CITY	STATE	ZIP
LANDLORD/MANAGING AGENT NAME	LANDLORD/MA PHONE ( )	REASON FOR LEAVING	
MONTHLY RENT	DATE IN	DATE OUT	REASON FOR LEAVING

## PETS

PETS?	TYPE	WEIGHT	AGE	DESCRIBE
YES NO				

I warrant that all statements above set forth are true. I further represent that I am not renting a room or an apartment under any other name, nor have I ever been dispossessed from any apartment, nor am I now being dispossessed. I hereby give my permission to conduct inquiries concerning my income, credit history, residence, banking relationships, character and reputation for the purpose of verifying information, provided by me, on any apartment rental/purchase application. If this application is approved, I further authorize Owner or its agent(s) to conduct further credit inquiries. I understand there are no limitations or restrictions regarding what may be discussed or revealed. I am aware that a credit history, OFAC search, and landlord/tenant court record search will be done in conjunction with my application. I hereby hold On-Site Manager, Inc., Owner, and its agents free and harmless of any liability for providing written or verbal information and/or discussing the quality of my tenancy with current and former landlords property managers, supervisors, or employers. No representations or agreements by Salespersons, Brokers or others are to be binding on Owner, and/or any party connected with its business organization unless included in the written lease proposed to be executed. By submitting this application, I represent that Owner makes no guarantee regarding the status of this application or the availability of any apartment. If a lease is approved and executed, this completed application form becomes a part of that certain lease.

(Applicant) Date

## NEW YORK CITY TENANT FAIR CHANCE ACT

Pursuant to federal and state law NYC Admin. Code §20-807 et seq.:

- 1) If your application is denied or other adverse action is taken against you due to a screening report the landlord uses, the landlord must tell you so and how to contact the screening company to obtain a free copy of the report.
- 2) You may dispute inaccurate or incorrect information on the report directly with the screening company.

Our screening company is: On-Site.com, 307 Orchard City Drive, Suite 110, Campbell, CA 95008, (877) 222-0384 | Fax: (888) 774-0144 | [www.on-site.com/documents](http://www.on-site.com/documents)

- 3) Annually, you may order a free screening report from [www.annualcreditreport.com](http://www.annualcreditreport.com) (in addition to a free report from each national consumer reporting agency if adverse action was taken against you).

## BILLING INFORMATION FOR APPLICATION FEE

CARD TYPE	CARD NUMBER	CVV	EXPIRATION	BILLING ZIP CODE
VISA MASTERCARD AMEX				

I authorize On-Site.com to charge \$25.00 per applicant to the above credit card. I agree to pay this charge according to the terms of my Cardholder Agreement. This fee is non-refundable and exclusive of any other fee. Payment does not bind the Landlord to any obligation to rent.

(Name on Card (Print)) (Signature) Date