

Schools and colleges attended by husband, wife and children: \_\_\_\_\_

\_\_\_\_\_

Names of all residents in the building known by the Applicant: \_\_\_\_\_

\_\_\_\_\_

Does the Applicant wish to keep any pets? If so, please specify: \_\_\_\_\_

\_\_\_\_\_

The undersigned has filled out the information sheet above and understands that this information is essential on considering this application. It is further understood that this application, when signed by the undersigned, is to be subject to approval by the Seller or Authorized Representative and to the terms and conditions specified. I/We hereby certify that the information I/we have given above is complete and correct.

Witness: this \_\_\_\_ day of \_\_\_\_\_, 2013

\_\_\_\_\_  
Signature of Purchase Applicant

\_\_\_\_\_  
Notary

\_\_\_\_\_  
Signature of Purchase Applicant

Documents that must be submitted with this Purchase Application:

- Executed Purchase Application
- Executed Contract of Sale
- Personal net worth statement
- Bank reference
- Three letters of personal reference
- Reference letter from previous Landlord (if previously rented an apartment)
- Letter verifying employment, or source of income
- Bank commitment letter, if applying for a loan in order to purchase apartment
- Prior two years tax returns
- Two copies of Duly Authorized Photo ID
- Copies of Recent pay stubs covering 4 weeks.
- Non-refundable Application Fee of ~~\$250.00~~ <sup>\$500</sup> payable to Total Realty Assoc. Inc.
- If your application is approved there will be another ~~\$100.00~~ <sup>\$175</sup> fee payable to Total Realty Assoc. Inc for any additional paperwork needed in connection with the mortgage.
- Landlord Guard (1 per applicant)/Home Visit Forms must be filled out & signed.

**Your application will not be sent to the Board until it is complete.**