

## RENTAL BROKERAGE APPLICATION

2406 Boston Post Road, Larchmont, NY 10538 Phone: 914-834-8200 • Fax: 914-834-8065

front and back

Fill out WHITE COPY ONLY-

## harborviewrealestate.com

APPLICANT INFORMATION Date:	Agent:	The state of the s
Applicant Name(s):		
Address:	City:	
State:		
Home #:	Cell #:	
E-Mail for notification:		
Tenant History		
Present Landlord:		
Reason for Move:		
Are you ready to move? or just looking? Has app	plicant(s) ever been party to a landlord/tenant legal di	ispute?
Employment Information		
Employer:		
Position: Annual Salary: \$		
Work Phone	Other source of income:	\$\$
Credit Information		
Credit Cards: YES NO Bank Name:	How would you rate your credit	?
s any occupant a smoker? YES NO What was your last	st credit score	
CO-APPLICANT INFORMATION OR GUARANT	OR	
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s):	OR	
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s): Address:	ORCity:	
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s): Address:	ORCity: Zip:	
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s): Address: State: Home #:	OR City:Zip:Cell #:	
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s):  Address:  State:  Home #:  E-Mail for notification:	OR City:Zip:Cell #:	
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s):  Address:  State:  Home #:  E-Mail for notification:  Cenant History	OR City:Zip:Cell #:	
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s):  Co-Applic	City:	
Co-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s):  Address:  Co-Applicant Name(s):	City:	at present address:
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s):  Address:  State:  Home #:  G-Mail for notification:  Cenant History  Present Landlord:  Reason for Move:  Employment Information	City:Zip:Cell #:Years aPresent Lease Expiration Date:	at present address:
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s):  Address:  State:  Home #:  C-Mail for notification:  Clenant History  Present Landlord:  Reason for Move:  Employment Information  Employer:	City: Zip: Cell #: Years : Phone: Years : Address: Address:	at present address:
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s): Address: State: Home #: E-Mail for notification: E-mail for notification: E-mant History Present Landlord: Reason for Move: Employment Information Employer: Position: Annual Salary: \$	City:	at present address:
CO-APPLICANT INFORMATION OR GUARANT  Co-APPLICANT INFORMATION OR GUARANT  Co-Applicant Name(s):  Address:  State:  Home #:  E-Mail for notification:  Ferant History  Present Landlord:  Reason for Move:  Employment Information  Employer:  Position:  Annual Salary: \$  Work Phone  Credit Information	City:	at present address:
CO-APPLICANT INFORMATION OR GUARANT  Co-Applicant Name(s):  Address:  State:  Home #:  E-Mail for notification:  Fenant History  Present Landlord:  Reason for Move:  Employment Information  Employer:  Position:  Annual Salary: \$  Work Phone  Credit Information	City:	at present address:\$
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s):	City:	at present address:\$
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s):	City:	at present address:\$
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s):	City:	at present address:\$
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s):  Address:  State:  Home #:  E-Mail for notification:  Creant History  Present Landlord:  Reason for Move:  Employment Information  Employer:  Position:  Work Phone  Credit Information  Credit Cards:  YES  NO  Bank Name:  DCCUPANCY DETAILS  Size Desired? Studio 1 Bdrm 2 Bdrm 3 Bdrm  Rent Range \$	City:	at present address:\$
CO-APPLICANT INFORMATION OR GUARANT Co-Applicant Name(s):  Address:  State:  Home #:  G-Mail for notification:  Creant History  Present Landlord:  Employment Information  Employer:  Position:  Work Phone  Credit Information  Credit Cards:  YES  NO  Bank Name:  OCCUPANCY DETAILS  Size Desired? Studio 1 Bdrm 2 Bdrm 3 Bdrm  Rent Range \$	City:	at present address:\$\$

including legal fees, interest and related court costs.

Above is Agreed & Accepted:

TENANT-SIGN HERE ➤ Co-Tenant-SIGN HERE \_

# New York State Disclosure Form for Landlord and Tenant

#### THIS IS NOT A CONTRACT

New York State law requires real estate licensees who are acting as agents of landlords and tenants of real property to advise the potential landlords and tenants with whom they work of the nature of their agency relationship and the rights and obligations it creates. This disclosure will help you to make informed choices about your relationship with the real estate broker and its sales agents.

Throughout the transactions you may receive more than one disclosure form. The law may require each agent assisting in the transaction to present you with this disclosure form. A real estate agent is a person qualified to advise about real estate.

If you need legal, tax or other advice, consult with a professional in

that field.

# Disclosure Regarding Real Estate Agency Relationship

Landlord's Agent

A landlord's agent is an agent who is engaged by a landlord to represent the landlord's interest. The landlord's agent does this by securing a tenant for the landlord's apartment or house at a rent and on terms acceptable to the landlord. A landlord's agent has, without limitations, the following fiduciary duties to the landlord: reasonable care, undivided loyalty, confidentiality, full disclosure, obedience and duty to account. A landlord's agent does not represent the interests of the tenant. The obligations of a landlord's agent are also subject to any specific provisions set forth in an agreement between the agent and the landlord. In dealings with the tenant, a landlord's agent should (a) exercise reasonable skill and care in performance of the agent's duties; (b) deal honestly, fairly and in good faith; and (c) disclose all facts known to the agent materially affecting the value or desirability of property, except as otherwise provided by law.

Tenant's Agent)

A tenant agent is an agent who is engaged by a tenant to represent the tenant's interest. The tenant's agent does this by negotiating the rental or lease of an apartment or house at a rent and on terms acceptable to the tenant. A tenant's agent has, without limitation, the following fiduciary duties to the tenant: reasonable care, undivided loyalty, confidentiality, full disclosure, obedience and duty to account. A tenant's agent does not represent the interest of the landlord. The obligations of a tenant's agent are also subject to any specific provisions set forth in an agreement between the agent and the tenant. In dealings with the landlord, a tenant's agent should (a) exercise reasonable skill and care in performance of the agent's duties; (b) deal honestly, fairly and in good faith; and (c) disclose all facts know to the agent materially affecting the tenant's ability and/or willingness to perform a contract to rent or lease landlord's property that are not consistent with the agent's fiduciary duties to the tenant.

### **Broker's Agent**

A broker's agent is an agent that cooperates or is engaged by a listing agent or a tenant's agent (but does not work for the same firm as the listing agent or tenant's agent) to assist the listing agent or tenant's agent in locating a property to rent or lease for the listing agent's landlord or the tenant agent's tenant. The broker's agent does not have a direct relationship with the tenant or landlord and the tenant or landlord can not provide instructions or direction directly to the broker's agent. The tenant and the landlord therefore do not have vicarious liability for the acts of the broker's agent. The listing agent or tenant's agent do provide direction and instruction to the broker's agent and therefore the listing agent or tenant's agent will have liability for the acts of the broker's agent.

**Dual Agent** 

A real estate broker may represent both the tenant and the landlord if both the tenant and landlord give their informed consent in writing. In such a dual agency situation, the agent will not be able to provide the full range of fiduciary duties to the landlord and the tenant. The obligations of an agent are also subject to any specific provisions set forth in an agreement between the agent, and the tenant and landlord. An agent acting as a dual agent must explain carefully to both the landlord and tenant that the agent is acting for the other party as well. The agent should also explain the possible effects of dual representation, including that by consenting to the dual agency relationship the landlord and tenant are giving up their right to undivided loyalty. A landlord and tenant should carefully consider the possible consequences of a dual agency relationship before agreeing to such representation. A landlord or tenant may provide advance informed consent to dual agency by indicating the same on this form.

**Dual Agent with Designated Sales Agents** 

If the tenant and the landlord provide their informed consent in writing, the principals and the real estate broker who represents both parties as a dual agent may designate a sales agent to represent the tenant and another sales agent to represent the landlord. A sales agent works under the supervision of the real estate broker. With the informed consent in writing of the tenant and the landlord, the designated sales agent for the tenant will function as the tenant's agent representing the interests of the advocating on behalf of the tenant and the designated sales agent for the landlord will function as the landlord's agent representing the intersects of and advocating on behalf of the landlord in the negotiations between the tenant and the landlord. A designated sales agent cannot provide the full range of fiduciary duties to the landlord or tenant. The designated sales agent must explain that like the dual agent under whose supervision they function, they cannot provide undivided loyalty. A landlord or tenant should carefully consider the possible consequences or a dual agency relationship with designated sales agents before agreeing to such representation. A landlord or tenant may provide advance informed consent to dual agency with designated sales agents by indicating the same on this form.

the tenant.	
This form was provided to me by	(print name of license) of HARBORVIEW PROPERTIES
(print name of company, firm or brokerage), a licensed real estate b	
	_) Tenant as a (check relationship below)
() Landlord's agent	() Tenant's agent
() Broker's agent	() Broker's agent
() Dual agent	i e
() Dual agen	t with designated sales agent
For advance informed consent to either dual agent or dual agency v	vith designated sales agents complete section below:
() Advance informed consent dual agency	
() Advance informed consent dual agency with	designated salesa agents
If dual agent with designated sales agents is indicated above:	is appointed to
represent the tenant; and	is appointed to represent the seller in this transaction.
(I)(We)	acknowledge receipt of a copy of this disclosure form:
signature of {	
SIGN HERE ➤	
SIGN HERE ➤	### (1996) ### (1996) ### (1996)
ing the control of th	Deter