

**APPLICATION FOR PROPOSED SUBLET
447 Fort Washington Owners Corp.
SUBLET**

SUMMARY DATA:

APARTMENT NUMBER: _____ NUMBER OF ROOMS: _____
SUBLET PRICE: _____
PROPOSED TENANTS(S) _____ Social Security# _____
PHONE: DAY _____ EVENING _____
SHAREHOLDER:: _____
PHONE: DAY _____ EVENING _____

ITEMS REQUIRED:

- COPY OF SUBLEASE EXECUTED BY ALL PARTIES
- SUBLET APPLICATION (ATTACHED)
- FINANCIAL STATEMENT AND *STATEMENT VERIFICATION
(*SUPPORTING DOCUMENTATION FOR CLAIMS MADE ON FINANCIAL STATEMENT)
- EMPLOYMENT AND SALARY VERIFICATION LETTER if self employed, enclose a letter from C.P.A.
- FOUR (4) REFERENCE LETTERS (2 BUSINESS AND 2 PERSONAL)
- MOST RECENT YEAR FEDERAL TAX RETURNS AND W2 FORM , ALL SCHEDULES
- REFERENCE LETTER FROM PRESENT LANDLORD/MANAGING AGENT
- LETTER FROM BANK(S) STATING TYPE OF ACCOUNT, AMOUNT ON DEPOSIT, IN DOLLARS AND AGE OF ACCOUNT
- MOST RECENT BANK(S) STATEMENT(S) - [ALL PAGES]

FEES:
FOR PROPOSED TENANT
\$45.00 PER PERSON NON-REFUNDABLE CREDIT CHECK FEE (MADE PAYABLE TO THE ARGO CORP)
\$350.00 NON REFUNDABLE PROCESSING FEE (PAYABLE TO THE ARGO CORPORATION)

PLEASE SUBMIT ORIGINAL PACKAGE AND **SEVEN** COMPLETE COLLATED SETS OF THE ABOVE DOCUMENTS AND THE ITEMS REQUIRED, ALONG WITH YOUR FEES, DIRECTLY TO:

**COOPERATIVE CLOSING DEPARTMENT
THE ARGO CORPORATION ATTN: CAROLINE SURACE
50 WEST 17TH STREET - 7TH FLOOR
NEW YORK, NY 10011**

**ALL INQUIRES CONCERNING APPLICATION AND INTERVIEW PROCEDURES SHOULD BE DIRECTED TO
THE COOPERATIVE CLOSING DEPARTMENT AT THE ARGO CORPORATION (212) 896-8600
NO APPLICATION WILL BE CONSIDERED UNLESS IT IS COMPLETE**

- Shareholder Please note: **\$100 monthly fee or 10% of the monthtly maint. charge, whichever is greater for the first year. Second year 15% of that years cumulative maint., payable by shareholder, \$100 monthly fee, whichever is greater. 3rd year 25% of that year's cumulative maint., or \$100 monthly fee, whichever is greater**