

Dear Prospective Guarantor,

Thank you for your interest in guaranteeing the apartment for an applicant at Kensington Village Apartments. In order to move forward with the process, we will require:

1. A completed application from each applicant 18 years of age or older who intends to reside in the apartment.
2. A completed Lease Guarantor Application (attached).
3. A non-refundable application fee of \$25.00 payable in the form of a **money order** **only** per application.

Kensington Village Apartments requires Lease Guarantors' to meet the following criteria:

1. **Guarantors' must make a minimum of \$35,000/year.**
2. **Guarantors' must not currently guarantee or be financial responsible for any other apartment at Kensington Village Apartments.**

Along with the completed applications of prospective resident(s) and guarantor(s), each applicant will need to provide:

1. Six (6) recent paystubs from your current employer(s).
2. Detailed information regarding your income source(s).

Applications must be returned in person by each applicant. For those applicants who can not return applications in person, a notarized signature is required to process.

If you have any other questions, please telephone our office at 716-833-3727. Our staff is here to help you fill out your application and review your documents in order to expedite the process so that an apartment may be assigned as quickly as possible, if qualified.

Please be advised that we will not hold an apartment without all proper documentation, approved application(s), and all fees and holding deposits paid in full.

**Return your application in person to:**  
**Kensington Village Apartments**  
**40 West Cleveland Drive, Lower**  
**Buffalo, New York 14215**

Thank you again for your interest in Kensington Village Apartments.

**Renewal Housing Corporation, Managing Agent**  
40 West Cleveland, Lower \* Buffalo \* NY 14215 \* Office 716. 833.3727 \* Fax 716. 832.6247



## LEASE GUARANTOR APPLICATION

Management requires a Lease Guarantor to complete the following application with a full understanding of his or her responsibilities as a Lease Guarantor. A full list of the responsibilities is attached herein.

Date of Application: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Lease Guarantor Name: \_\_\_\_\_

Lease Guarantor Social Security: \_\_\_\_\_

Lease Guarantor Date of Birth: \_\_\_\_\_

### RESIDENCE HISTORY

Present Street Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zipcode \_\_\_\_\_

Present Telephone: \_\_\_\_\_ Length of Time at Address \_\_\_\_\_

Amount of Rent/Mortgage: \_\_\_\_\_ Per Month

### EMPLOYMENT INFORMATION

Present Status (Check One): \_\_\_\_\_ Part-Time \_\_\_\_\_ Unemployed \_\_\_\_\_ Retired \_\_\_\_\_ Student \_\_\_\_\_

Current Employer: \_\_\_\_\_

Employer Address: \_\_\_\_\_

Employer Telephone: \_\_\_\_\_ Supervisor Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Present Gross Income: \_\_\_\_\_ Per \_\_\_\_\_

### AUTHORIZATION

In considering this application from you, management will rely heavily on the information you supply. It is important that the information be accurate and complete. By signing this application, you represent and warrant the accuracy of this information, including but not limited to financial information provided to Landlord being full and complete and accurately reflecting the undersigned's financial condition. Additionally, you certify that you have read, understand, and will abide by the Guarantor Responsibilities attached. Further, you authorize management to verify any references that you have listed, and agree to provide such additional information as Landlord may reasonably request. **A REPORT FROM THE CREDIT BUREAU WILL BE PROCESSED FROM THIS INFORMATION.**

Signature of Guarantor: \_\_\_\_\_ Date: \_\_\_\_\_

**If this application is mailed or hand-delivered by any person other than the above Guarantor, the signature must be notarized.**