

**The Bruckner House Application Instructions and Required Supporting Documents**

*Application fee is \$20.00 per person (non-refundable). All documents must be submitted within 48 hours of submitting the \$500 holding deposit.*

**APPLICANTS/TENANTS (leaseholders, living in the apartment must show 40X the GROSS):**

**Employed by a company:**

- Nooklyn Application
- Credit Report (showing satisfactory credit history and score)
- Photo ID (passport or driver's license or state ID)
- Letter of Employment or Offer letter (signed on company letterhead)
- Two Most Recent Pay stubs
- Two Most Recent Bank statement (from all accounts, no screenshots, showing full name and current address)
- Most Recent Tax Return (only first few pages showing AGI and signature/preparer) or W2
- Landlord Reference Letter and Proof of Rent Payments

**Self Employed:**

- Nooklyn Application
- Credit report (showing satisfactory credit history and score)
- Photo ID (passport or driver's license or state ID)
- Two Most Recent Bank Statements (from all accounts, no screenshots, showing full name and current address)
- Two Years of Tax Returns (only first few pages showing AGI and signature/preparer)
- CPA letter confirming AGI for past two years (CPA must match the preparer on the tax returns provided)
- Landlord Reference Letter and Proof of Rent Payments

**Students:**

- Nooklyn Application
- Credit Report (showing satisfactory credit history and score)
- Photo ID (passport or driver's license or state ID)
- Two Most Recent Bank statement (from all accounts, no screenshots, showing full name and current address)
- Student ID
- Class Schedule

**International Students (same paperwork as Students in addition to the below):**

- I-20 Form

**GUARANTORS (same paperwork requirements as above (Employed by a Company or Self Employed) but must show 80x the monthly GROSS):**

- Must be in the US (we do not accept international guarantors)
- One guarantor per file preferred, two Guarantors will be considered

**Third Party Guarantors:** <https://www.thegarantors.com/>

- The building accepts The Guarantors lease guarantee. We do not accept the Security Deposit replacement.