

CertRent

NYC rental application checklist

Free template from certrent.com — replace the [bracketed] parts with your details. This is a template, not legal advice.

RENTAL APPLICATION CHECKLIST – have these ready before you apply

Identity

Government photo ID (driver's license, passport, or IDNYC)

Income (usually ~40x monthly rent, or a guarantor at ~80x)

Recent pay stubs (last 2-4) OR

Employment offer/verification letter OR

Bank statements / tax return if self-employed

Rental history

Current and past addresses

Landlord names and contact info

Proof of on-time rent (bank records or a verified profile)

Financial

Bank account statements (last 2-3 months)

Credit report (bring your own recent one – NY landlords must waive the \$20 app fee if you do)

References

Past-landlord reference(s)

Optional: employer or personal reference

Money to move in

First month's rent

Security deposit (max one month in NY)

Note: broker fee is usually NOT yours to pay under the FARE Act

Tip: A CertRent profile bundles your ID, bank-verified rent + income, and references into one link – so you can hand over all of the above for free, and may qualify for the fee waiver.