

# LeHAVRE

*On the Water*

PLEASE CONSULT WITH YOUR ATTORNEY AND ACCOUNTANT PRIOR TO MAKING ANY  
CHANGES TO YOUR STOCK

## STOCK CHANGE PROCEDURE & REQUIREMENTS

1. The following documents (where applicable) and procedures will be required to process your application:

- \_\_\_\_\_ Last 2 Years Federal Tax Returns (copies)
- \_\_\_\_\_ Last 2 Years W-2 (copies)
- \_\_\_\_\_ Employment Verification Letter
- \_\_\_\_\_ Last four (4) pay stubs
- \_\_\_\_\_ Proof of relationship (i.e. birth certificate)
- \_\_\_\_\_ Divorce judgment of Separation Agreement
- \_\_\_\_\_ Death certificate
- \_\_\_\_\_ Reason for Stock Change
- \_\_\_\_\_ Application Form
- \_\_\_\_\_ Current Stock Certification
- \_\_\_\_\_ Application Fee \$100.00
- \_\_\_\_\_ Credit Check
- \_\_\_\_\_ Criminal History Check Fee \$109.50 (check made payable to National Credit Group)

### REFUND OF APPLICATION FEE IF APPLICATION DENIED

2. The above documents will be stamped for processing upon delivery to the Management Office.
3. After a review of all necessary paperwork, you will be contacted personally for the date, place and time of the interview (if necessary). The interview lasts approximately 10-15 minutes. Personal and pertinent questions relating to your proposed occupancy will be asked and you will have an opportunity to ask questions. PLEASE NOTE: ANY SHAREHOLDER ADDED TO THE STOCK CERTIFICATE MUST ATTEND AN INTERVIEW.
4. After you receive approval, please contact Geoffrey Maze! at Hankin, Handwerker & Maze!, 7 Penn Plaza-Suite 904, New York, N.Y. 10001 (attorney for LeHavre Owners Corp.) to arrange for a closing. Phone# 212-349-1668; e-mail: gmazel@hhmlegal.com.
5. No closing will be fixed until all of the above details are completed in every respect Counsel for the Corporation will arrange for a closing date, time and place after completion of the above procedures.
6. All financing must be through a bank or other lending institution. Purchase money mortgage may be permitted, subject to regulations.

ADD NAME TO STOCK: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_

DELETE NAME FROM STOCK: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_

REASON FOR STOCK: \_\_\_\_\_

INCOME REQUIREMENT FOR APARTMENT: \_\_\_\_\_

INTERVIEW REQUIRED: YES \_\_\_\_\_ NO \_\_\_\_\_

CURRENT SHAREHOLDER(S) NAME: \_\_\_\_\_ S.S.# \_\_\_\_\_

\_\_\_\_\_ S.S.# \_\_\_\_\_

ADDRESS: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

TELEPHONE: HOME#: (\_\_\_\_) \_\_\_\_\_ BUSINESS#: (\_\_\_\_) \_\_\_\_\_

PROSPECTIVE SHAREHOLDERS NAME: \_\_\_\_\_ S.S.# \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_ FROM \_\_\_\_\_ TO: \_\_\_\_\_

\_\_\_\_\_ FROM \_\_\_\_\_ TO: \_\_\_\_\_

PREVIOUS ADDRESS: \_\_\_\_\_ FROM \_\_\_\_\_ TO: \_\_\_\_\_

(IF LESS THAN THREE YEARS) \_\_\_\_\_

TELEPHONE: HOME #: (\_\_\_\_) \_\_\_\_\_ BUSINESS#: (\_\_\_\_) \_\_\_\_\_

ADDRESS: \_\_\_\_\_ ACCT#: \_\_\_\_\_ SIZE(CIRCLE ONE)

(A) 3 1/2 (C) 5 rms "A" (E) 5 rms "C"

(B) 4 1/2 (D) 5 rms "B" (F) 5 1/2

NAME, SEX, AGE & RELATIONSHIP OF PERSON WHO OCCUPY APT. (INCLUDE SELF)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PROSPECTIVE SHAREHOLDER BIRTH DATE: \_\_\_\_\_ DATE OF MARRIAGE: \_\_\_\_\_

EDUCATION: \_\_\_\_\_  
HIGH SCHOOL COLLEGE DEGREE

IF VETERAN: \_\_\_\_\_  
DATE OF SERVICE BRANCH SERIAL #

NAMES, ADDRESS & TEL. # OF CLUBS, SOCIAL MEMBERSHIPS, FRATERNITIES  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PRESENT LANDLORD OR PROSPECTIVE SHAREHOLDER:

ADDRESS: \_\_\_\_\_ TEL#: (\_\_\_\_) \_\_\_\_\_

EMPLOYMENT STATUS PROSPECTIVE SHAREHOLER:

(A) EMPLOYERS NAME & TEL#: \_\_\_\_\_

(B) EMPLOYERS ADDRESS: \_\_\_\_\_

(C) POSITION OCCUPIED: \_\_\_\_\_

(D) TYPE OF BUSINESS: \_\_\_\_\_

(E) NAME & TITLE OF SUPERVISOR: \_\_\_\_\_

(F) NUMBER OF YEARS EMPLOYED: \_\_\_\_\_

IF PRESENT EMPLOYMENT IS LESS THAN 2 YEARS, ATTACH SEPARATE SHEET DETAILING PRIOR EMPLOYMENT.

EMPLOYMENT STATUS OF REMAINING SHAREHOLDERS:

- (A) EMPLOYERS NAME & TEL. #: \_\_\_\_\_
- (B) EMPLOYERS ADDRESS: \_\_\_\_\_
- (C) POSITION OCCUPIED: \_\_\_\_\_
- (D) TYPE OF BUSINESS: \_\_\_\_\_
- (E) NAME & TITLE OF SUPERVISOR: \_\_\_\_\_
- (F) NUMBER OF YEARS EMPLOYED: \_\_\_\_\_

(IF PRESENT EMPLOYMENT IS LESS THAN 2 YEARS, ATTACH SEPARATE SHEET DETAILING PRIOR EMPLOYMENT.)

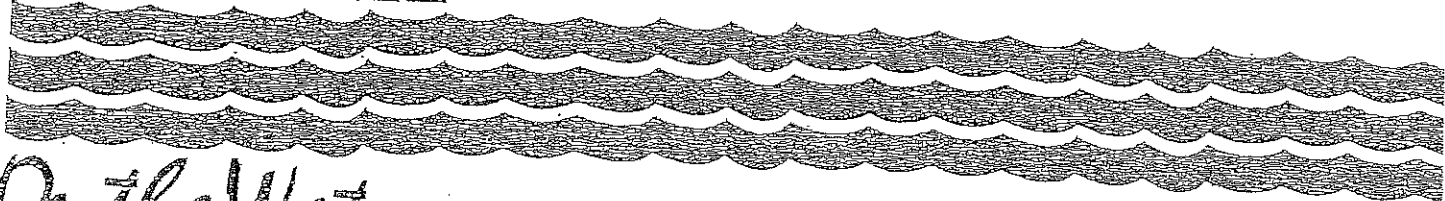
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THE APPLICATION REPRESENTS THAT THE STATEMENTS, INFORMATION AND DESCRIPTIONS SET FORTH ABOVE ARE TRUE, CORRECT AND COMPLETE; THAT LEHAVRE OWNERS CORP. (HEREINAFTER REFERRED TO AS LESSOR) WILL RELY ON THE INFORMATION FURNISHED BY THE APPLICANT AND THE LESSOR MAY, AT ITS OPTION, INVESTIGATE AND VERIFY SUCH INFORMATION BEFORE OR AFTER EXECUTING A PROPRIETARY LEASE TO THE APPLICANT. THE APPLICANT CONSENTS TO SUCH INVESTIGATION, AND WAIVES ANY CLAIM AGAINST THE LESSOR BASED UPON THE FACT THAT SUCH AN INVESTIGATION IS BEING CONDUCTED. THE APPLICANT FURTHER ACKNOWLEDGES NOTICE FROM THE LESSOR AND THE PROPRIETARY LEASE TO BE EXECUTED BY THE LESSOR MAY BE CANCELLED BY THE LESSOR IN THE EVENT A STATEMENT, INFORMATION OR DESCRIPTION FURNISHED BY THE APPLICANT ABOVE IS FALSE. THE APPLICANT HEREIN AUTHORIZED THE LESSOR OR ITS AGENTS TO VERIFY AT THE SOURCES ANY OF THE INFORMATION FURNISHED HEREIN. THE APPLICANT UNDERSTANDS THAT THIS PROPOSED OCCUPANCY IS SUBJECT TO APPROVAL BY THE BOARD OF DIRECTORS.

CURRENT SHAREHOLDER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
DATE: \_\_\_\_\_

PROSPECTIVE SHAREHOLDER: \_\_\_\_\_  
APPLICANT: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
DATE: \_\_\_\_\_

# LEHAVRE



*On the Water*

AUTHORIZATION TO OBTAIN A CREDIT REPORT

In order to comply with the provisions of Section 6.06 (A) of the Federal Fair Credit Reporting Act, I authorize you to retain a credit reporting agency, which agency may obtain, prepare, furnish, and use credit reports concerning me, and may obtain, furnish, and use information on my character and general reputation, as well as information regarding employment, credit and current financial position.

Signed \_\_\_\_\_

Signed \_\_\_\_\_

Date: \_\_\_\_\_

Please note no closing will take place until legal counsel is satisfied with all documentation. He will advise you of his requirements (which will depend on your particular case.)

By signing underneath, I am confirming that I have read and agree with the information listed in this document.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_



# NATIONAL CREDIT AND SCREENING CO., LLC

BACKGROUND SCREENING • CREDIT REPORTS • COLLECTIONS

NCS. The Human Difference.

## DISCLOSURE AND AUTHORIZATION FORM – TENANT

To Be Completed By Individual and Returned To LeHavre Owners Corp.

*Please Print*

Individual's Name: \_\_\_\_\_  
First Middle Last

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security Number: \_\_\_\_-\_\_\_\_-\_\_\_\_

Driver's License Number: \_\_\_\_\_ Issuing State: \_\_\_\_\_

Current Address: \_\_\_\_\_  
Street Address  
City State Zip Length of Residency: \_\_\_\_ yrs

*IF YOU'VE RESIDED AT THIS ADDRESS LESS THAN 2 YEARS, ATTACH A SEPARATE SHEET OF PAPER LISTING ALL PLACES OF RESIDENCE FOR AT LEAST THE PAST FIVE YEARS.*

Please provide any other names or social security numbers used in the past, if any:

Do you have a Security Freeze on your Trans Union credit report? \_\_\_ No \_\_\_ Yes  
If yes, please provide the PIN number: \_\_\_\_\_

As part of the application process for a lease at, and continued evaluation of my tenancy during the course of my lease with, LeHavre Owners Corp. (hereinafter referred to as the "Company"), I understand that the Company and/or its agents may conduct an investigation of my personal information. I understand that these records may be used for the eligibility of my lease. I understand that my consent is required for the procurement and use of these records. The investigation might include, but is not limited to, names and dates of previous and/or current landlord or employment, work experience, workers' compensation claims, criminal history records (from state, federal and other agencies), motor vehicle records, military records, education history and/or records, credit history, bankruptcy records, and other records to the extent permitted by law. References may be obtained and can include information pertaining to my general character and reputation, personal characteristics, mode of living, and work habits. I also certify that all information provided is correct on my application and my resume to the best of my knowledge. Any false statements provided will be considered just cause for termination of my lease.

Without any reservation whatsoever, during the application process and throughout any duration of my lease with the Company, I authorize the full release of these records and the information described above, and for National Credit and Screening Co., LLC, a Consumer Reporting Agency (CRA), and/or its agents, to obtain this information. In addition, I release and discharge National Credit and Screening Co., LLC, and all of its agents and associates, any expenses, losses, damages, liabilities, or any other charges or complaints for and on account of the investigative process.

Before any adverse action is taken, based in whole or in part on the records and information contained in a Consumer Report, the Company has been notified to provide me with a copy of the report and a summary of my rights under the Fair Credit Reporting Act and its amendments, as well as additional information on my rights under the law.

I have the right to inspect the files that the CRA may have on me during normal business hours and upon furnishing proper identification. Upon proper identification and the payment of any authorized fees, I also have the right to make a request for the information in its files on me at the time of my request. Requests may be directed to National Credit and Screening Co., LLC ("NCS") below. Allow at least 48 hours for NCS to retrieve the files for inspection.

The Bethpage Professional Building  
4250 Hempstead Turnpike; Suite 14  
Bethpage, New York 11714-5707  
Phone: (516) 605-0671 • Fax: (516) 605-0675 • info@nationalcreditandscreening.com  
www.nationalcreditandscreening.com



# NATIONAL CREDIT AND SCREENING CO., LLC

## DISCLOSURE AND AUTHORIZATION FORM – TENANT

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For California, Minnesota or Oklahoma applicants only, if you would like to receive a copy of the Consumer Report, if one is obtained, as prepared by the CRA, please check this box and we will send a copy to you within three days.

For the services by National Credit and Screening Co., LLC, I am attaching my payment of \$109.50 by either bank check, money order, or debit/credit card (*Authorization Form attached*). All checks and money orders should be made payable to National Credit and Screening Co., LLC. *Note:* The above fee includes a state criminal search.

I, \_\_\_\_\_, hereby authorize, without any reservation, any information company contacted by National Credit and Screening Co., LLC to release the above credit information. A fax or photocopy of this authorization with my signature shall be accepted with the same authority as the original.

Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

August, 2011