

DYNASTY PROPERTY MANAGEMENT INC.

Trusted Operators of Residential and Commercial Properties

Office: 212-207-1110 ext 229 email: shonagh@dynastywwmgmt.com

BUILDING: 185 E. Street HDFC

NOTE: TOTAL OF 2 COPIES INCLUDING ORIGINAL OF ALL DOCUMENTS ARE REQUIRED BY DYNASTY PROPERTY MANAGEMENT INC. FOR SUBMISSION TO THE BOARD OF DIRECTORS. YOU MUST FILL OUT ALL THE APPLICATION FORMS AND ALL INFORMATION MUST BE TYPED (NO BOARD PACKAGE WILL BE ACCEPTED IF IT IS HAND WRITTEN), ALSO PLEASE HAVE ALL COPIES MADE AND SETS COLLATED.

Attached please find the resale package you requested.

The package outlines all the information the Board of Directors requires, and the number of collated copies that must be submitted. We strongly recommend that you use the outline as a check list prior to submitting your Board package. The information requested is the information that is required by the Board of Directors, there are no exceptions. Due to the volume of packages received, we cannot hold incomplete packages and will be returned, which will only delay the process.

Please keep the following timeframe in mind, when submitting your package.

For example, if you want to close on your apartment in the month of December, the package must be submitted no later than the last week of November.

PLEASE NOTE: NO CLOSING CAN BE SCHEDULED WITHOUT BOARD APPROVAL.

PURCHASE PACKAGE

Dear Shareholder(s);

The Board of Directors of this Corporation has established minimum financial criteria for prospective purchasers: No. of collated copies: 1 (1 Original and 1 COPY of the originals) information must be typed. All documents must be submitted in order for package to be processed.

Statement of Condition (form attached) along with financial backup.

Copy of driver's license of each applicant.

Contract of Sale executed by all parties.

1.

Purchase Application completed and signed (form attached).

2.

3.

4.

5.

6.

Copy of last two weeks of pay stubs.

7.

Three (3) personal reference letters.

8.

Two (2) years of Federal Tax Returns form 1040 (pages 1 & 2 only) along with W2 or 1099.

One (1) letter from a business reference on company letter head.

Letter from present landlord or Managing Agent stating residency status.

One (1) letter from employer(s) stating job function, salary and length of employment. If self-employed,

provide your business' latest balance sheet, profit and loss statement.

Letter from bank(s) stating type of account, dollar amount, age of

account and if in good standing. Window Guard/Lead Paint Disclosure form (form attached).

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10.

11.

12.

13.

Nameplate request form must be completed and returned (form attached).

14.

Sprinkler Disclosure Form (form attached).

15.

Bedbug Disclosure Form (form attached).

16.

17.

Signed Copy of Co-ops house rules (initial each page and sign the last page). Mortgage approval docs.

18.

Signed House Rules.

19. BUYER:

I \$750.00 non-refundable fee for processing board package, certified/bank check payable to

DYNASTY WORLDWIDE MANAGEMENT LTD. upon submission of purchase application. If financing, a \$300.00 fee for recognition agreement & closing documents certified/bank check payable to Dynasty Worldwide Management Ltd.

Purchaser must obtain apartment insurance prior to closing naming as additional insured: [NAME OF BUILDING] and DYNASTYWORLDWIDE MANAGEMENT LTD.

Purchaser and Seller must use a licensed moving company and submit proof of mover's insurance prior to moving in or out, naming as additional insured: [NAME OF BUILDING] and DYNASTYWORLDWIDE MANAGEMENT LTD.

Closing fees are not included in Board Package.

NOTE: YOU MUST HAVE MADE ONE (1) ORIGINAL & I COPY TOTALING FIVE (2) SETS OF THE BOARD PACKAGE AND INCLUDE ALL REQUIRED DOCUMENTS. SEND BOARD PACKAGE TO DYNASTY PROPERTY MANAGEMENT INC. FOR SUBMISSION TO THE BOARD OF DIRECTORS.

Purchaser Name:

Purchaser's Address:

PURCHASE APPLICATION FOR COOPERATIVE

D.O.B. City

S.S.# State Zip code

Purchaser's E-mail: Address:,

Purchaser Attorney Name

Telephone

Attorney's Firm Name and Address

Attorney's E-mail:

Purchase Property Address_

Apt. No

No. Shares

Monthly Maintenance S

Purchase Price \$

Name on Stock Certificate & other documents

FINANCING: YES

If Financing:

Bank Name

Bank Address

Phone

Seller's Name

NO

Amount

Broker's Name

S.S.#

Tel. No

Seller's Forwarding Address_

Seller's Attorney Name

Seller Attorney's Firm Name & Address,, Tell

Approximate Closing Date & time,

Attorney's E-mail address

INFORMATION REGARDING PURCHASER

(Submit separate Purchase Application for additional purchasers)

Purchaser Name

Home Address

Length of Occupancy

Tel.#

Rent \$

Name if all persons and relationships who will reside in apartment and, if children, please state number.

Name of all residents in the building known by applicant:

Does applicant wish to maintain any pets? If so, please specify.

Does applicant plan alterations to the apartment? If so, please specify

HDFC QUALIFIER APPLICATION

Please complete/circle all the information requested below

Date

Agent Name(s):

RE. Company Name & Address

Agent' Email Address

HDFC Property Name & Address

Sale/Rental Price: \$

PERSONAL INFORMATION & PRESENT ADDRESS

Desired Date:

RENTER/PURCHASER(0)

E-Mail Address

Current Address

SS#

Col

City

Length of time at Current Address

yrs. if less than 2 yrs please state previous address: Cky

State

DOB:

World

State

Zip

Zip

Names of other individuals who will occupy said apartment:

1.

2.

3

**Do you have any pets or intend to have a pet in the future? Yes No If
yes size of pet**

EMPLOYMENT INFORMATION

EMPLOYED BY

Supervisor's Name:

Annual Income

Length of Employment,

To#

Bonus

Email Address:

Other Source of Income:

If less than 1-year Previous Employment History:

Employer's Name & Address:

Supervisor's Name:

Annual Income

Tel

Email Address:

Bonus

Other Source of Income:

FINANCIAL STATEMENT

Name (i) _____

Address _____

The following is submitted as being a true and accurate statement of the financial condition of the undersigned on the _____ day of _____

ASSETS		LIABILITIES	
	Applicant	Co-Applicant	
Cash in banks			Notes Payable:
Money markets Funds			To Banks
Contract Deposit			To Relative
Investments: Bonds & Stocks -see schedule			To Others
Investment in Own Business			Installment Accounts Payable:
Accounts and Notes Receivable			Automobile
Real Estate Owned - see schedule			Other
Year Make			Other Accounts Payable
Automobiles			Mortgages Payable on Real
Personal Property & Furniture			Estate - see schedule
Life Insurance			Unpaid Real Estate Taxes
Cash Surrender Value			Unpaid Income Taxes
Retirement Funds/IRA			Chattel Mortgages
401K			Loans on Life Insurance Policies
KEOGH			(Include Premium Advances)
Profit Sharing/Pension Plan			Outstanding Credit Card Loans
Other Assets			Other Debts - itemize
TOTAL ASSETS			TOTAL LIABILITIES
COMBINED ASSETS			NET WORTH
SOURCE OF INCOME			
	Applicant	Co-Applicant	COMBINED
Base Salary			CONTINGENT LIABILITIES
Overtime Wages			As Endorser or Co-maker on Notes \$
Bonus & Commissions			Alimony Payments (Annual) \$
Dividends and Interest Income			Child Support \$
Real Estate Income (Net)			Are you defendant in any legal action?
Other Income - itemize			Are there any unsatisfied judgments?
TOTAL			Have you ever taken bankruptcy? Explain:
GENERAL INFORMATION			
	Applicant	Co-Applicant	PROJECTED EXPENSES / MONTHLY
Personal Bank Accounts at			Maintenance
Savings & Loans Accounts at			Apartment Financing
			Other Mortgages
			Bank Loans
Purpose of Loan			Auto Loan
			TOTAL

