



Real Estate Division
The Mount Sinai Medical Center
1249 Park Avenue, 1st Floor
New York, NY 10029
Tel: (212) 410-0307
Fax: (212) 831-3093

RESIDENT Housing Application

INCOMING RESIDENT HOUSING INFORMATION 2010

Welcome to the Mount Sinai Medical Center!

Please read this entire letter carefully.

Incoming Mount Sinai Hospital Based Residents are eligible to apply for Mount Sinai housing. A housing application is attached.

The deadline for applying for Mount Sinai housing is **March 31, 2010**. Please do NOT submit more than one (1) application. Applications may be received via fax, email, USPS, or hand delivery.

Fax: 212-831-3093

Email: housing@mountsinai.org

Mail: Real Estate Division, 1249 Park Avenue, 1st Floor, NY NY 10029

Any application received after March 31, 2010 will receive a housing offer after all other applications have been processed.

Housing offers will be based on a Lottery System.

The Real Estate Division will conduct the lottery under the supervision of the GME Office. Applications will be divided into three (3) categories: Incoming Families, Incoming Couples and Incoming Singles.

A separate lottery will be held for each category in the order above. The categories are prioritized as follows:

- 1) Families (documentation required) – generally require larger apartments (2 bedrooms) to accommodate children
- 2) Couples (married/domestic partnership – documentation required) – generally require apartments large enough to accommodate two people
- 3) Singles – generally require studio apartments or smaller units to accommodate 1 person and lower rent.

Each application will receive a randomly assigned number. Housing offers will begin with application #1 and will proceed down the list. In an effort to accommodate housing preferences, each applicant must indicate their Top Ten (10) housing choices. Each applicant will receive a housing offer based on their randomly assigned lottery number and top ten choices.

****If you do not indicate 10 housing preferences, you limit your options and may be assigned an apartment that was not of your choice.****



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All housing offers will be made via email.

All housing offers are based on availability.

One (1) housing offer will be made based on your assigned lottery number and top ten list.

You **MUST** accept or decline your housing offer within two (2) business days. If you do not respond within 2 business days your offer will be treated as "Declined".

***If you decline your housing offer, **we do not guarantee a second housing offer**. If we are able, we may make a second offer **AFTER** all other incoming trainees are housed. ***

All housing offers will be made by May 31, 2010.

Application Instructions:

1. Complete your housing application thoroughly and legibly.
2. Make sure to include a valid email address as housing offers will be made via email.
3. Specify, in order of preference (beginning with your first preference) your TOP TEN building and apartment size choices.
4. Indicate your rent range. Be sure to please indicate the maximum amount you can actually pay, not the least you would prefer to pay.
5. Families and couples **MUST** submit the required household documentation (marriage certificates, domestic partnership certificates, birth certificates, etc.) as stated on Page 4 of this housing application. Applications submitted without the appropriate documentation will be returned and delay your entry into the lottery.
6. **If you are a member of the Mount Sinai School of Medicine Class of 2010, please note that on your application.**
7. If you are interested in sharing an apartment with another Mount Sinai Resident, please note that on your application and list the name of the person you would like to room with.

***Please note that most of the current residents work until June 30th and vacate their apartment on June 30th, therefore **many apartments may not be ready for occupancy for several days after July 1, 2010.** ***

If you have any questions you may call the Real Estate Office at (212) 410-0307.

Thank you for your cooperation. Best of luck with your work at Mount Sinai.

The Mount Sinai Real Estate Division



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Housing Application

PLEASE COMPLETE and SIGN PAGES 3-5 of HOUSING APPLICATION

Today's Date: _____

Last Name First Name MI

Male _____ Female _____

Current Address: _____
Street Apt. No.

City State Zip Code

Email Address - REQUIRED Telephone Number - REQUIRED

Date you start(ed) work at Mt. Sinai: _____

Department and Dept. Contact (REQUIRED): _____

Please indicate your PGY Level: _____ (If you are a Clinical Fellow, this is NOT the correct application form for you. Please fill out the Clinical Fellow Housing Application)

Are you currently in Mount Sinai housing? _____

Have you previously applied for Mount Sinai housing? _____ If yes, when? _____

Date Housing is Needed: _____ Length of Program: _____

Number of people to be housed (include yourself): _____ (see page 4 for more information)

Do you own a pet? _____ (If yes, see Pet Policy p. 5)

Would you be willing to share an apartment with another Mount Sinai Resident? _____

If so, do you know someone you would like to share an apartment with? (Must be a Mount Sinai trainee)

Name and Dept. of potential roommate: _____

(NOTE: Shared apartments are based on availability. No smoking/no pets in shared apartments. Shared apartments are 2 bedroom units generally offered in 306 East 96th St., 1249 Park Ave. or 1245 Park Ave.)

Signature _____ Date _____

APPLICATION CONTINUED ON NEXT PAGE



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HOUSING INFORMATION for COUPLES and FAMILIES

PLEASE READ EVERYTHING ON THIS PAGE CAREFULLY:

Employees applying for housing for themselves and their families MUST produce a marriage certificate or a domestic partnership certificate, PLUS birth certificates of any dependent children to be housed. Permissible apartment occupants include ONLY domestic partners as defined below, spouses, and dependent children.

Domestic partners are two individuals in a relationship of indefinite duration, with an exclusive, mutual commitment similar to marriage in which the partners agree to be responsible for each other's welfare and share financial obligations.

To qualify as domestic partners for consideration for Mount Sinai housing, couples must provide a municipal domestic partnership certificate PLUS TWO or more of the following:

- A. Joint bank or credit account active for at least six months
B. Proof of joint ownership of an automobile or home
C. Legally-binding assignment of insurance benefits or health care power of attorney to each other
D. Proof of prior cohabitation
E. Mutual grant of durable power of attorney
F. An executed contract at a catering hall or church for a wedding that is to take place within six months of the housing application date, or a letter from the clergyman who will perform the ceremony.

Name of Spouse or Domestic Partner: _____

Spouse or Domestic Partner's Social Security No.: _____

Number of children (if any): _____

Note: If you currently live in Mount Sinai housing, and you wish to move to another Mount Sinai apartment or building, you will be charged a transfer fee of \$300.

If you are already on staff at Mount Sinai, this request will be added to a waiting list. You can expect to wait from a short time to a year or more, depending on availability. From April through August housing is offered to incoming staff and students only. After they are accommodated, we return to the waiting lists as apartments become available.

Please read the following and sign below in order to activate this application:

I represent and warrant the accuracy of the information I have provided in this application or in any report made by or on behalf of me concerning my household composition, my status as a full-time employee, or any other matters. I agree to notify Mount Sinai Real Estate promptly in writing of any changes in the information in the information I have herein provided. It shall be deemed a default of my occupancy agreement if any statement by me contained in this application or in the occupancy agreement shall prove to be inaccurate at any time. I also understand the regulations and fees described on this form and on other documents provided to me as part of the housing application and assignment process will become part of my occupancy agreement should I accept Mount Sinai housing.

Signature _____ Date _____

PLEASE MAKE SURE YOU HAVE COMPLETED ALL ITEMS ON THIS FORM AND THAT YOU HAVE ATTACHED ANY REQUIRED DOCUMENTATION.

APPLICATION CONTINUED ON NEXT PAGE



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NAME: _____

Please indicate the maximum amount you can pay for monthly rent: \$ _____
 (See Housing Price List - p. 6)

Please indicate your top ten housing preferences, only 1 building and apartment size per line. For example, requesting a studio or a one bedroom in 306 E 96th Street should be listed as two preferences.

CORRECT EXAMPLE

Rank in order of Preference (#1 being first preference)	BUILDING	Apartment Size
1	306 E 96	Studio
2	306 E 96	1 BR
3		
4		
5		

INCORRECT EXAMPLE

Rank in order of Preference (#1 being first preference)	BUILDING	Apartment Size
1	306 E 96	Studio, 1 BR
2		
3		
4		
5		

LIST YOUR TOP TEN PREFERENCES BELOW.

Do NOT list more than one apartment **size** per line.
 (Please indicate if you are interested in a SHARED apartment)

Rank in order of Preference (#1 being first preference)	BUILDING	Apartment Size
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Signature _____

Date _____



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Mount Sinai Real Estate Division Housing Price List

<u>Building</u>	<u>Description</u>	<u>Location</u>
53-55, 57-59 E. 96th St.	Elevator/Laundry	Between Madison & Park Avenues
306 E. 96 St.	Doorman/Elevator/Laundry	Between First & Second Avenues
333 E. 93 St.	Doorman/Elevator/Laundry	Between First & Second Avenues
1245 Park Ave.	Doorman/Elevator/Laundry	E. 96 th St. and Park Avenue
1249 Park Ave.	Doorman/Elevator/Laundry	Between E 96 & E 97 St.
1391 Madison Ave.	Elevator/Laundry	Between E 96 & E 97 St.
1407-1411 Madison Ave.	Walk-ups	Between E 97 & E 98 St.
40 East 98 St.,	Walk-ups	Between Madison & Park Avenues
1740 Second Ave.	Elevator/Laundry	Between E 90 & E 91 St.
Parkchester	Elevator/Security	Parkchester, Bronx, NY
E. 105 th Street	Walk-ups	Between Madison & Fifth Avenues
Normandie Court	Elevator/Doorman/Laundry	E 95 th St. & 3 rd Ave
Park West Village	Elevator/Security/Laundry	West 97 th & Columbus Avenue

Monthly Rent Ranges (Subject to Increase)

	<u>Studios</u>	<u>1BR</u>	<u>2BR</u>	<u>3BR</u>
53-55 & 57-59 E. 96 St	XXXX	XXXX	\$1800+	\$2000+
306 E. 96 St	\$1400+	\$1800+	\$2300-2600+	XXXX
333 E. 93 St.(very few one-bedroom apts)	\$1200+	\$1400+	XXXXX	XXXX
1245 Park Ave.(very few studios)	\$1500+	\$1900+	\$2300-2600+	XXXX
1249 Park Ave.	\$1400+	\$1850+	\$2300-2600+	XXXX
1391 Madison Ave. (infrequent availability)	XXXX	\$1650+	\$1800+	XXXX
1407-1411 Madison Avenue (infrequent availability)	XXXX	XXXX	\$1575+	XXXX
40 E. 98 Street	XXXX	XXXX	\$1450+	XXXX
1740 Second Ave. (very few one-bedroom apts)	\$1200+	\$1350+	XXXX	XXXX
Parkchester	XXXX	\$1300	\$1600	XXXX
E 105 th Street (infrequent availability)	XXXX	\$1450+	\$1500+	XXXX
Normandie Court	\$1843	\$2250-\$2350	XXXX	XXXX
Park West Village	\$1550	\$2500	XXXX	XXXX

Sample floor plans may be found at:
<http://www.mountsinai.org/Education/School%20of%20Medicine/Housing/Resident%20Housing>



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IMPORTANT HOUSING INFORMATION

PET POLICY

- If Occupant owns or acquire any pet(s), prior written notice must be given to MS Real Estate Division.
- No pet may be allowed in the Apartment if MS Real Estate Division determines such pet to be dangerous or otherwise a potential nuisance.
- Permission to harbor a pet may be revoked at any time if in the opinion of MS Real Estate Division the pet has become a nuisance.
- **Under no circumstances may a pet which exceeds 25 pounds in weight be kept or harbored in the Apartment.**
- Occupant agrees that any pet permitted in the Apartment is to be to be leashed at all times while in public areas of the Building, including the outdoor perimeter of the Building, and dogs are to be curbed outside.
- Dogs of pure or mixed breeds which include but are not limited to Akitas, Pit Bull Terriers, Rottweilers, German Shepherds, Doberman Pinschers, Great Danes, Huskies, and Chow Chows are expressly prohibited.
- Possession without written notice of an unauthorized animal in the Apartment is acknowledged to be a nuisance.

ADDITIONAL HOUSING NOTES

- All apartments are UNFURNISHED
- Employees may sign up to have their rent deducted from their paychecks (**after** the taxes are deducted – this is NOT a pretax deduction).
- 306 E. 96th Street, 1249 Park Avenue, and 1245 Park Avenue have parking garages. Each garage has a waiting list; building occupants usually wait from three months to two and a half years for a parking space.
- 306 E. 96 St. and 1249 Park Ave. have outdoor play areas.
- 3 E 101st Street and 52-58 E 97th Street: utilities (gas and electric) are included in the rent; tenant does not need to open a Con Edison account.
- 306 E 96 St, 333 E 93 St, 1249 Park Avenue: utilities (gas and electric) are a separate charge on rental statements; tenant does not need to open a Con Edison account.
- Mount Sinai does not provide television/cable, internet access, or telephone service
- Washer/dryers and dishwashers are NOT permissible in any apartment