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INSTRUCTIONS FOR GUARANTOR APPLICATION & NOTARIZED GUARANTEE

As a lease applicant, if you require a guarantor, the guarantor must complete a guarantor application found on the website listed above for you to become eligible for residency.

The notarized guarantee is necessary only upon approval of your guarantor application.

Step 1: INSTRUCTIONS FOR GUARANTOR APPLICATION

Guarantor Application can be found on this website: www.CapstoneElite.com

- Guarantor must complete ALL required fields
 - Guarantor's credit history explanation (to explain any credit history problems, please attach description on separate paper and submit with form)
 - Self-employed guarantors are required to furnish 3 references of current credit & previous 2 years tax returns
 - Supporting documents may be faxed or scanned to:
 - FAX: (973) 215-2450 or EMAIL: rentals@capstoneelite.com
 - Include a coversheet with the property address and resident applicant's name
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Step 2: SUBMISSION OF NOTARIZED GUARANTEE (After Guarantor Application Is Approved)

Notarized Guarantee is attached within this packet:

- Guarantor must complete ALL required fields
- Guarantee must be notarized (please note your guarantor will need to sign the guarantee in front of the Notary)
- Please fax or scan and email the completed form to:
 - EMAIL: rentals@capstoneelite.com
 - FAX: (973) 215-2450
- Please mail the hard copy notarized guarantee to:
 - Garden State Apartments
c/o Capstone Elite Property Management
211 Warren Street, Newark, NJ 07103

