Demand for Mount Sinai owned housing is continually increasing. Since Mount Sinai owned apartments cannot accommodate everyone, many people find it necessary or preferable to seek housing in the surrounding area.

This guide is being provided to assist you in locating housing in the NYC boroughs.

Our contact information:
The Mount Sinai Medical Center
Real Estate Division
1249 Park Avenue, 1st Floor
New York, NY 10029
Phone: (212) 659-9630
Fax: (212) 831-3093
Email: housing@mountsinai.org

Note: Some management companies cannot be contacted directly. You may view our bulletin board in the Real Estate office for their regularly monthly updates. If an address is listed, you can visit their leasing office directly and if a web site is listed you may view their vacancies online.
There are many resources that you can use to search for an apartment.

Here are a few useful links that may be a good starting point in your search.

- **Nyjournalnews.com** Local Newspaper Listings
- **NYpennysaver.com** The Local Penny Saver
- **Newyork.craigslist.org** Craigslist
- **Hotpads.com** Map based housing search
- **Trulia.com**
- **Sublet.com** – Includes both long and short term sublets
- **Homes.com**
- **Rent-Direct.com**
- **ApartmentSearch.com** an apartment locator
- **ApartmentGuide.com** an online version of the Apartment Shoppers Guide
- **Apartments.com** a national apartment locator
- **Mynewplace.com** Has millions of apartments for rent.
- **Streeteasy.com**

To research the area you are considering:

- **Apartment Ratings.com** apartment reviews by real people
- **Apartmentreviews.net** apartment ratings and reviews by tenants

Many apartment seekers utilize a real estate broker in their apartment search, although with this list, you don’t have to. Most brokers will require you to pay a brokers fee, typically 15% of your annual rent. That cost can be large for some. The best way to avoid paying a brokers fee is to avoid the broker altogether and go straight to the building management company. When you contact the landlords directly, you are not required to pay a fee.

We have included a list of no fee management companies in the area for your reference.

*Mount Sinai assumes no responsibility in connection with any of these management companies or web sites and recommends that any information listed therein be independently verified.*
Related Rentals
1214 Fifth Avenue
(212) 875-0542
www.relatedrentals.com

Heritage on Fifth Ave
(646)248-7433
Contact: Carol Hunt

Ogden Cap Properties
(212) 289-5000
Normandie Court
(212)735-6500
www.ogdencapproperties.com

Park West Village
(212)222-5121
www.pwvillage.com

Beach Lane Management
(914) 997-2435
Contact: Elizabeth Acevedo

Parkchester Preservation Management
2000 East Tremont Avenue
Bronx, NY
(718) 536-2000
Contact: Ricky Pizarro
www.parkchesternyc.com

B&L Management
316 East 63rd Street
(212) 906-2800
Mon – Fri 9am – 5pm
www.bandlmanagement.com

Carnegie Hill Place
1500 Lexington (at 96th Street)
(212) 348-0500
Mon – Fri 10am – 6pm
Sat & Sun 10am – 5pm
www.carnegiehillplace.com

Carnegie Hill Properties
(212) 308-0030
http://www.carnegiehillprop.com/content.asp?id=5

City & Suburban Leasing Office
511 E. 78th Street
(212) 517-3000
Contact: Stephanie

Eberhart Rental Office
312 East 83rd Street
(212) 570-2400
Mon – Fri 8am – 7pm
Sat 10am – 5pm
www.eberhartbros.com

A&R Kalimian
(212) 751-0850 Ext. 104
Contact: Hanna
Equity Apartments
(866) 469-5491
www.equityapartments.com

ATA Enterprises
(212) 308-1888
www.ataenterprises.com

The Aspen (212) 876-1955
www.aspennewyork.com
Contact: Brian Loftman

Glenwood Management
1440 York Avenue
(212) 545-0500 Uptown Office
10 Liberty Street
(212) 430-5900 Downtown Office
Mon – Fri 10am – 6pm
www.glenwoodnyc.com

Goldfarb Properties
www.goldfarbproperties.com

Hakimian Organization
(212) 683-9292
www.hakimian.com

Harlington
(No fee bldg. – 1378 York Avenue – at 73/74th St)
(646) 879-0650
Contact: Val/Clearwater Properties
Jakobson Properties
www.nofeerentals.com

Bettina Equities
227 East 85th Street
(212) 744-3330
Mon – Fri 9am – 7pm
Sat & Sun 10am – 6pm
www.bettinaequities.com

Broadwall Management Corporation
(212) 279-7600 Ext. 303
Contact: Nancy Paz
www.broadwallmgmt.com

The Brodsky Organization
(212) 896-5570
www.brodskyorg.com

BLDG Management
(Manages many buildings throughout NYC)
(212) 624-4355
Contact: Robyn Carlyle

K & R Realty
(212) 360-5092
(Upper Manhattan Rentals)
www.kandrrealty.com

Manhattan Park
30 River Road Roosevelt Island
(212) 308-4040
Contact: Tarcisio Herrera
www.manhattanpark.com

Manhattan Skyline
(212) 408-9447
www.manhattan-skyline.com

Archstone (866) 374-7844
www.archstoneapartments.com

Carlyle
www.cccnyc.com

ABC Properties/Fisher Associates
(212) 315-3390 Ext. 262
Contact: Sandra

Abington Properties
950 Third Avenue (at 57th St.)
(212) 759-5000
Mon – Fri 9am – 5pm
www.abingtonproperties.com

Milford Management
(212) 860-4710
www.milfordmgmt.com

Moinian Group
www.moiniangroup.com

Olnick Organization
(212) 835-2400
www.olnick.com

Pan Am Equities
(Owners of many buildings throughout NYC)
(212) 410-0307 Ext. Ext. 25 Contact: Geraldine

Peter Cooper Village
332 First Avenue (at 19th Street)
Mon – Thu 10am – 6pm
Fri – Sun 11am – 5pm
(888) 225-9121
www.petercoopernyc.com

Post Properties
www.postproperties.com

AIMCO
www.aimconyc.com
(212) 251-7792
Contact: Veronica Ritter

Stonehenge Management
www.stonehengemanagement.com
Keyah Enterprises
(212) 595-5565 Ext. 611 or 612
(No fee Bldg. – 301 East 92nd Street)
www.keyah.com

Kibel (212) 481-5700
www.kibel.com

Macklowe Properties
www.macklowe.com

Tresser Properties
300 East 52nd Street, Suite 200
(212) 644-0900 Contact: Jodi
www.tresserproperties.com

Vantage Residential
(718) 426-0400
www.vantageresidential.com

Magnum Management
(212) 941-9339
www.magnumreg.com

Rockrose Development Corp.
(212) 375-1155
www.rockrosenyc.com

Rose Associates
www.rosenyc.com

Siba Management
(212) 764-0700
Contact: Mikki
www.skymanagement.com

Sky Management
226 East 54th Street
(212) 759-1300 Ext. 22
Mon – Fri 8am – 6pm
Mount Sinai Area Hotels /Bed & Breakfast

The Marmara Manhattan
94th St. between 1st and 2nd
301 East 94th Street
New York, 10128
Toll-Free: 1.877.301.0294 | Local: 212.427.3100
http://www.marmara-manhattan.com

Courtyard by Marriott
92nd St. between 1st and York
410 East 92nd Street
New York, 10128
Tel: 212.410.6777

Hotel Wales
92nd St. and 3rd Avenue
1295 Madison Avenue
New York, 10128
Toll-Free 1.866.WALES.HOTEL
Local 212.876.6000
www.waleshotel.com

The Franklin
87th St. between 3rd and Lexington
164 East 87th Street
New York, 10128
Tel: 212.369.1000
http://www.franklinhotel.com

Surrey Hotel
76th St. between 5th and Madison
20 East 76th Street
New York, 10021
Tel: 212.288.3700

The Carlyle Hotel
76th St. between Madison and Park
35 East 76th Street
New York, 10021
Tel: 212.744.1600
http://www.thecarlyle.com

The Mark Hotel
77th St. between 5th and Madison
25 East 77th Street
New York, 10021
Tel: 212.744.4300
http://www.themarkhotel.com

Stay the Night
93rd between 5th and Madison
18 East 93rd Street
New York, 10128
Tel: 212.722.8300
www.staythenight.com

The Gracie Inn
81st St. between East End and York
502 East 81st Street
New York, 10028
Tel: 212.628.1700
http://www.thegracieinn.com

City Lights and Breakfast
1st Avenue between 81st and 82nd
1562 1st Avenue
New York, 10021
Tel: 212.737.7049
http://www.citylightsnewyork.com

1871 House
62nd between Lexington and Park
130 East 62nd Street
New York, 10021
Tel: 212.756.8823
http://www.1871house.com
Each landlord requires slightly different information from an applicant. As a general rule, most landlords require that the prospective tenant have an annual income equal to 40 - 50 times the monthly rent. For example, if your rent is $1,600/month, your salary would need to be $64,000 - $80,000/year in order to rent the apartment by yourself. Depending on the landlord, combined incomes for roommates or couples may be used. Outstanding loans, asset liquidation, credit and rent history are also taken into consideration. If you do not meet these criteria, a guarantor may be required. The guarantor must be financially able and qualified to pay your rent as well as comfortably carry his financial responsibilities in case you default on the lease (generally 80-100 times one month’s rent). Many landlords require a tri-state (New York, New Jersey and Connecticut) guarantor and prefer a relative.

The following is a list of regularly required information:

**Letter of Employment**  
(Usually a brief statement on employer’s letterhead of annual salary, bonus, and position held, and start date. International customers will also want to have included the number of years, if any they worked for their current employer.)

**Letter from Current Landlord**  
(This letter should reference length of tenancy and history of paying rent on time. If you cannot obtain a letter, bring the previous landlord’s name, address, and phone number.)

**Good Credit History**  
(If your credit is not in good standing or you have no US credit history, you may require a guarantor.)

**Personal Identification**

A Passport or Driver's License

**Money (Usually in the form of certified checks)** First month’s rent, Security deposit, Application fees, other fees

**Additional information you may wish to have available:**

**Copy of Recent Pay stubs Tax Returns**  
(Typically for two years prior)

**Financial Statement**  
(A statement version should be acceptable)

**Bank Letter or two months of statements**  
(Confirming status, balance of account(s), and date opened)

**Two Business Letters of Reference**  
(Usually from former landlords or employers)

**International**  
If you are a first time renter in New York and do not have a credit history in the United States, landlords might require an extra security deposit, and a guarantor or rent paid up front. Procedures and requirements may vary from one building to another.
**Alcove:** A small separate space in an apartment, which can house a kitchen or bedroom arrangement.

**Apartment:** A rented space in either a building, house or flat. Apartments are rented with a lease, a legal contract stating the terms of the rental.

**Brownstone/Townhouse:** A four to six story building often constructed during, or in the style of, 1800's to early 1900's housing. They can be single-family homes or divided into apartments.

**Condominium:** A space that is purchased in a building, including an apartment and a percentage of the common living space in the building.

**Condominium Lease:** Similar to a rental lease, except the apartment has a private owner instead of a managed one. These can have more negotiable lease terms as only an owner is involved.

**Convertible:** An apartment with an extra alcove or room that could be converted into a bedroom. This is great for someone needing an office or someone who needs a child's room.

**Co-operative (Also called co-op):** A building owned by a cooperative apartment corporation. The corporation issues shares of its stock which are allocated to each apartment depending on the size and features. This means you don't own the actual space but rather a share in the corporation.

**Duplex:** Depending on the city, these can be a house divided into halves or a two-story apartment.

**Elevator Buildings:** Usually a six to twelve story building that uses an intercom or video surveillance system. They may or may not have a doorman and luxuries like a gym or pool.

**Furnished Unit:** An apartment that comes fully equipped with furniture and amenities. These units may be available for either a short or long term lease.

**Loft:** A big, open space (often a former commercial building) with high ceilings and large windows that has been converted into an apartment.

**One Bedroom:** An apartment that includes a bedroom, kitchen, bathroom and living area. A one-bedroom with a separate room not as big as the bedroom may be listed as a 1.5 bedroom, a junior four (four rooms), a flex two or a convertible two (two bedrooms).

**Rental Lease:** A legal document stating the dates, price rules and other stipulations for the rental agreement between an individual and a management company. Once signed, they are hard to break unless you have a serious problem as outlined in the document.

**Studio or Efficiency:** A one-room apartment with a separate bath, it can also have a separate kitchen area off to the side. Traditionally thought of as an artist's pad, the studio is a great choice for penny-pinchers and those who don’t need a big space.

**Sub-lease:** Taking over a lease in a co-operative or rental apartment from the current tenant. The sublet renter usually shares responsibility for the apartment with the main leaseholder.

**Two-bedroom:** An apartment with two bedrooms and typically four, five or six total rooms. The bedrooms may have exact layouts or may vary greatly in size. There may be one main bathroom or a master bedroom and bath with another bathroom near the central living area.

**Walk-up building:** Usually the least expensive type of housing, these are four to five story buildings often constructed as multi-family housing.