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FREQUENTLY ASKED QUESTIONS

Monroe Street Market Artist Studios

Monroe Street Market includes an exciting mix of artist spaces, restaurants, retail opportunities, and residential apartments. Here's the low down on the artist studios and answers to all of your burning questions.

When will the studios be available?

Expected occupancy is July 2013.

Can I make modifications to my studio (such as building walls, storage racks, a dark room or a loft)?

Tenants may make some improvements to their studios with prior written authorization from the landlord.

What kind of financial requirements must I meet to lease a studio?

The minimum income requirement to lease a studio is three times the gross monthly rent of the unit.

What if my monthly income does not equal that amount?

If your income doesn't meet the requirements, a co-signer will be required.

What documentation is required to demonstrate that I meet the financial requirements?

The following documents are accepted as proof of income: two most recent pay stubs or leave & earning statement; or signed offer letter from future employer on company letterhead.

What if I am self-employed and can't provide pay stubs or a letter from an employer?

If you are self-employed, you must provide your most current US tax return (a 1099 alone is not sufficient) **or** a notarized statement from a CPA or attorney, indicating the amount of anticipated income.

Will my credit or background be checked?

Yes. All leaseholders must be screened through a third party screening company for credit and criminal background. You'll be asked to provide a valid driver's license, age of majority card, US Passport, government or military ID or state issued ID card with photo, DOB and description information that will be verified with the information submitted on the application.

If I've partially completed my application, can I save it and come back to it later?

The online application form does not allow you to save your progress, so we recommend taking a look at the [PDF preview](#) of the application and gathering all the necessary information and files ahead of time. Then when you have some time, you can fill out the whole online application form at once.

Can I sublet my studio to other artists?

Multiple artists may share a studio space but all artists must be listed on the lease.

What if the artist I co-lease the studio with is leaving? Do I need to re-apply?

No, but as the leaseholder, you are responsible for the studio. You may find another artist to share your studio and add that person to the lease.

How long is my lease?

Tenants will be offered two-year leases.

Are utilities included?

No. All studios are metered separately and tenants are responsible for their own utility costs. Tenants will be able to regulate the temperature in their studios within the parameters stipulated in the lease documents.

Are pets allowed in the studios?

Yes! Monroe Street Market is a pet-friendly community although certain breed restrictions may apply. There is a \$50 per month pet fee, plus a \$500 one-time move-in fee per pet.

Will I be able to receive mail and packages at my studio?

All studios will have secure mailboxes in the Artists' Lounge. When necessary, accommodations may be made to have small packages delivered to the residential lobby.

Is there parking available?

Underground parking will be available for an additional fee of \$50 per month.

What kind of ventilation is available in the studios?

All studios will have standard HVAC systems. Some studios may have upgraded ventilation systems to accommodate artists whose practices require it.

Are there any noise restrictions?

All tenants will be required to abide by "quiet hours" from 11PM to 7AM to protect the enjoyment of all tenants and residents in the building.

Are there any special code and safety restrictions?

As a mixed-use project, all tenants must abide by all applicable building, zoning, health and safety laws. These may limit or restrict the type of equipment and tools that tenants may use in their units.

Can I hang exterior signage on the building?

Installation of any exterior signage and displays require prior written authorization from the landlord.

What amenities are available?

A variety of amenities are available including: in-studio bathrooms; slop sinks; rear patios and a common Artists' Lounge.