



Address	Application Date	Move-In Date	Agent
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RENTAL HOME APPLICATION and RESERVATION AGREEMENT

This is a rental application only and does not constitute acceptance of the applicant as a resident, nor a rental agreement or tenancy relationship between the parties. **A separate rental application is to be completed by each unmarried adult.** Inaccurate or falsified information will be grounds for denial of the application or eviction from the premises. Applicants may be deemed ineligible if rent exceeds thirty-three percent (33%) of monthly gross income.

NON-REFUNDABLE APPLICATION FEE: Applicant acknowledges that an Application Fee of \$55.00 per applicant must be paid. This non-refundable application fee is *not* a deposit and *does not* apply toward rent. **Application Fee must be paid by Cashier's Check or Money Order.**

1. Applicant Name (Last)		(First)		(Middle)	
Date of Birth		Social Security #			
Telephone #		Drivers License #		State	
Email		Please contact me via email <input type="checkbox"/> Yes <input type="checkbox"/> No			
Occupation <input type="checkbox"/> Employed Full-Time <input type="checkbox"/> Unemployed <input type="checkbox"/> Retired <input type="checkbox"/> Student attending _____					
Employer		Work Phone #			
Employer Address		Supervisor			
How Long - years _____ months _____		Position			
Monthly Gross Pay \$		Other Income (describe) \$			
<hr/>					
2. Spouse Name (Last)		(First)		(Middle)	
Date of Birth		Social Security #			
Telephone #		Drivers License #		State	
Email		Please contact me via email <input type="checkbox"/> Yes <input type="checkbox"/> No			
Occupation <input type="checkbox"/> Employed Full-Time <input type="checkbox"/> Unemployed <input type="checkbox"/> Retired <input type="checkbox"/> Student attending _____					
Employer		Work Phone #			
Employer Address		Supervisor			
How Long - years _____ months _____		Position			
Monthly Gross Pay \$		Other Income (describe) \$			
<hr/>					
A. Present Address		City	St	Zip	
Community/Manager Name		Telephone #			
How Long - years _____ months _____		Move-In Date	Monthly Payment \$		
I currently <input type="checkbox"/> Own <input type="checkbox"/> Rent a House <input type="checkbox"/> Rent an Apartment <input type="checkbox"/> Other (describe)					
Why are you leaving your current residence?					
<hr/>					
B. Previous Address		City	St	Zip	
Community/Manager Name		Telephone #			
How Long - years _____ months _____		Move-In Date	Monthly Payment \$		
I previously <input type="checkbox"/> Owned <input type="checkbox"/> Rented a House <input type="checkbox"/> Rented an Apartment <input type="checkbox"/> Other (describe)					
C. Occupants 18 Years or Older			D. Occupants 18 Years or Younger		
<hr/>					
E. Automobiles to be Parked on Premises by Applicant					
Year	Make	Model	License #	St	
Year	Make	Model	License #	St	
<hr/>					
F. Do you have pets? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, how many? <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3			
Pet 1 Type	Breed	Sex	Weight	Age	
Pet 2 Type	Breed	Sex	Weight	Age	
Pet 3 Type	Breed	Sex	Weight	Age	



G. Emergency Contact Name		Telephone #	
Address	City	St	Zip
H. Background Information Must be Completed			
1. Have you been evicted in the last 5 years <u>OR</u> in the process of an eviction <u>OR</u> do you owe a balance to a Landlord/Apartment Community? [] Yes [] No			
If Yes, Name of Apartment/Manager and Circumstances			
2. Have you ever been convicted of a felony or misdemeanor? [] Yes [] No			
If Yes, Why?		What State?	
3. Have you had any late payments? [] Yes [] No		4. Have you had any NSF's? [] Yes [] No	
I. Personal Data			
1. How did you hear of the Community?			
2. Were you referred by a current resident? [] Yes [] No			
If Yes, Full Name of Referral Resident			
3. What attracted you to this Community?			
4. Are you planning to buy a house within the next 5 years? [] Yes [] No			

AUTHORITY FOR RELEASE OF INFORMATION

This release will constitute my/our consent and authority to examine statements and information regarding my/our background. I/We authorized you to contact my/our present and previous landlords, law enforcement agencies, credit agencies, and other references listed above. I/We hereby authorize the release of any and all data or records to Signature Management. This authorization is given in connection with a financial, criminal, registered sex offender search, and previous rental history investigation being conducted relative to my/our application for credit dealing with rental property. I/We acknowledge that my/our application fee will not be refunded if the Landlord does not accept this application.

I/We understand that I/we acquire no rights in a rental unit until I/we sign a Lease Agreement on the rental home (noted above) to be held in accordance with the Lease Agreement.

I/We declare the foregoing to be true under penalty of perjury. I/We agree that the Landlord may terminate any agreement entered into in reliance on any misstatement made above. I/We understand that my/our rent will commence upon the date of approval of my/our rental application and the availability of the home, whichever occurs later. I/We acknowledge that I/we've been provided with a Notice of Reasonable Accommodation.

RESERVATION AGREEMENT

I/We acknowledge that a **Reservation Fee in the amount of \$300.00** must be paid to hold the home (noted above). **This money is NON-REFUNDABLE.** If I/we cancel our reservation, the Reservation Fee will be forfeited. I/We acknowledge that the Reservation Fee will be applied to Move-In Costs upon taking occupancy. I/We acknowledge that a Lease Agreement must be executed within 48 hours from the scheduled move-in date as stated above. After the 48 hours period expires, I/we will be automatically transferred to a waitlist. **The Reservation Fee will be forfeited.**

In the event I/we do not qualify, the Reservation Fee will be refunded within 30 days. I/We understand that all refunds will be mailed to the address listed on the application. **If any requests for stop payment are made, an administrative fee of \$30.00 will be deducted from the refund amount.** I/We agree that if the Reservation Fee is returned by the bank for any reason, I/we will have 48 hours to replace the Reservation Fee with Certified Funds, including the \$25.00 NSF Fee that will be charged. I/We understand that if the funds are not replaced within the 48 hours, my/our reservation will be cancelled with no further notice given.

Signature of Applicant _____ Date _____

Signature of Spouse _____ Date _____

Signature of Agent _____ Date _____

FOR OFFICE USE ONLY:				
[] Yes [] No MIA – Coupon \$ _____	Rent \$	Lease Term	Application Fee [] Yes [] No	Reservation Paid [] Yes [] No
[] Yes [] No MIA – 5-Day \$ _____	SureDeposit [] Yes [] No		Additional Deposit [] Yes [] No	
[] Yes [] No MIA – Preferred Employer \$ _____	Renters Insurance [] Property [] Personal [] Other			
[] Yes [] No MIA – Lease Term \$ _____	ID Verified [] Applicant [] Spouse			
TOTAL MIA \$ _____	Income Verified [] Applicant [] Spouse			
	Rental History Verified [] Yes			
MANAGER SIGNATURE:	Approved []	Conditional []	Denied []	





RENTAL REQUIREMENTS AND APPLICATION SCREENING DISCLOSURE

Thank you for your interest in a Signature Management rental property. Please read below to learn about our application screen process and what you can expect. Please contact us with any questions at 702-671-6024 OR 702-208-4115

Application Screening Fee: \$55 for each applicant.

- The screening fee is to cover the cost of obtaining information on the applicant(s) as we process the application for rental agreement. Must be paid by Money Order/Cashier's Check.

Application Process:

- We offer application forms to everyone who inquires about the rental.
- We review application in the order they are received by us.
- We may require up to 5 business days to verify information on the application; however, most applications are processed in 2-3 days.
- If we are unable to verify information on the application, the application may be denied.

SCREENING GUIDELINES

Complete Application:

- Unless joint applicants are married, each must submit a separate application.
- Co-Signers are only allowed if occupant is a student.
- Incomplete applications will not be reviewed.
- We will accept the first qualified applicant(s).

Identification:

- Applicants must submit valid identification, must include photograph. Government ID is preferred (driver's license)

Prior Rental History:

- Rental history of 1 year must be verifiable from unbiased/unrelated sources. Exception will be made for applicants who were in the military within the last 12 months from application date (no rental history required).
- Applicant must provide us with information necessary to contact past landlords. We reserve the right to deny any application if, after making good faith effort, we are unable to verify prior rental history.

Sufficient Income/Resources:

- Net household income shall be at least 2 ½ times the rent.
- Income/resources must be verifiable through the following:
 - **Employed** – 3 months of Current pay stubs.
 - **New Employer** (pay stubs not available) – Letter of hire on company letterhead from boss/Human Resources with hire date/length and monthly/yearly income.
 - **Unemployed** – Bank statement with double funds for lease term OR official unemployment letter.
 - **Self-Employed** – 1099 for 1 year, 3 months of Bank Statements and copy of last taxes.
 - **International** – No SSN then additional security will be required.

Credit/Criminal/Public Records Check:

- Negative reports may result in denial of application.
- Any individual who is a current illegal substance abuser, or has been convicted of the illegal manufacture or distribution of a controlled substance, or of a felony may be denied of tenancy.

Screening Process:

- We determine, based on the application, whether the applicant meets our screening guidelines.
- We verify income and resources.
- We check with current and previous landlords.
- We obtain a credit report, criminal records report, and public records report.

Delivery of Application:

- Must be delivered to our office along with all the documentation required

Once application is approved: A Reservation Fee of \$300.00 must be paid to hold the rental home of your choice. This reservation fee will be applied towards your move-in costs. This fee is non-refundable if applicant(s) cancels the reservation.

Other Fees:

- Security Deposit: Equal to 1 month's rent On Approved Credit (OAC)
- Utility Billing (Sewer, Trash): \$45 monthly or \$50 monthly for homes with pool. Fee may vary for properties located in City of Henderson and City of North Las Vegas.
- Pet Fee (2 Pets): \$300 Non-refundable

Limit 3 Pets per Rental Home. Breed Restrictions May Apply.

Breeds Not Accepted are Pit Bull (Staffordshire Terrier), Rottweiler, Doberman Pinscher, Chow and Wolf Breeds.

Visit our website for more information!

www.signaturemanagementlv.com