



**AGENTS:** PLEASE ENSURE YOU UNDERSTAND  
AND COMPLY WITH THE FOLLOWING:

LIONSGATE REALTY AND PROPERTY MANAGEMENT'S COOPERATING BROKER AMOUNT IS  
CONSIDERED A REFERRAL FEE...

WE NOW DO NOT NEED A DUTIES OWED; YOUR  
REPRESENTATION WITH YOUR CLIENT IS BETWEEN YOU AND  
YOU'RE CLIENT.

WE WILL NEED YOUR COMPANY BROKER

W-9 INSTRUCTIONS ATTACHED, FILLED OUT COMPLETELY AND  
YOUR SHOWING AGENT PUBLIC ID #.

WITHOUT THAT IT WILL DELAY THE PAYOUT OF YOUR REFERRAL.

THANK YOU FOR HELPING TO EXPEDITE  
OUR SERVICE!

### REQUIREMENTS

1. Applicant(s) monthly gross income to be at least 3x the monthly rent and verified by supplying the last two (2) most recent pay stubs, or 6 month bank statements or 2 year tax returns (1<sup>st</sup> page only). Applicant(s) must have been employed by the same job or within the same industry for at least 1 year; this includes self-employed and tip-earning persons.
2. Applicant(s) must qualify and be approved after credit with minimum 620 score/ background checks & established written verifiable current & past rental history. Incomplete applications & missing documents will not be considered. All occupants 18 years and older must be on lease. The owner reserves the right to give final approval on all processed applications & pets.
3. Applicant(s) is required to physically inspect premises, both interior and exterior, prior to submitting an application. All requests for improvements should be included on the third page of this packet. Conditions presented after move- in are likely to be denied, as all requests must have owner approval prior to lease execution.
4. Tenants will be responsible for all MINOR maintenance up to \$175 including but not limited to plumbing, garbage disposal, and landscape. If parking passes are required, tenant is responsible for payment.

### INSTRUCTIONS

1. PLEASE PRINT CLEARLY AND COMPLETE THE ENTIRE APPLICATION; UNCLEAR OR INCOMPLETE APPLICATIONS WILL CAUSE A DELAY IN PROCESS. PLEASE ALLOW 2-3 BUSINESS DAYS FOR APPROVAL.
2. Return the completed application online with the following:
  - \$90 Non-Refundable Application Fee (per adult).
  - All applicants over the age of 18 must apply and be listed on application with their own email address.
  - Last two (2) pay-stubs, or 6 month bank statements or the front page of the recent 2 year IRS tax returns.
  - Driver's license, state issued ID or military picture ID for adults.
  - Picture of your pet(s), if applicable.

### FEES, DEPOSITS, & REQUIRED FUNDS

1. All application fees must be paid online, NO EXCEPTIONS.
2. Security Deposit: Standard SECURITY DEPOSIT may equal or exceed one (1) month's rent and may be increased by double the security amount for each of the following, not to exceed three (3) times the monthly rent.
  - Bankruptcy (must be discharged)
  - Poor Credit or rental history (owner approval)
  - Las Vegas resident for less than one (1) year, unless moving due to job transfer within the same company.
  - Pets, subject to property owner approval and picture(s), which are required.

Upon approval, applicant(s) must submit the security deposit as the holding deposit, via certified funds, within one (1) business days in order to hold property and remove it from the active market. Applicant(s) will also execute our lease package; pay any prepaid/ prorated rents and ALL REMAINING DEPOSITS prior to move in. Holding deposit will stay on file as security deposit. Please note: SECURITY DEPOSITS are not considered rent monies and therefore, cannot be used toward future rents while lease is valid / active.

Applicant Initials: \_\_\_\_\_ / \_\_\_\_\_

**POLICY REGARDING APPLICATION FEES & SECURITY DEPOSITS**

- Application Fees are NON-REFUNDABLE.
- Security Deposits (holding deposits) are due within one (1) business days of approval. If applicant(s) withdraws and/or decides NOT to rent said property for any reason after completion of lease and/ or receipt of deposits has taken place, the deposit shall be FORFEITED. Cash funds are NOT accepted & if made tenant will incur a \$30 fee.

**PET POLICY**

All pets are subject to the property owner's approval and Applicant(s) must supply a picture of the pet. The Security Deposit may be increased depending upon the size and type of pet. Regardless of temperament or training, all pets are approved at owner's discretion. Shot records may be required upon request.

**IMPORTANT INFORMATION**

- All properties will have ANNUAL Inspection with pictures/ video taken, upon owner's request.
- Properties can be held for up to two (2) weeks from date of approval, with all deposits paid.
- All deposits due must be paid via certified funds, payable to Lionsgate Realty.
- Standard lease term is one (1) year.
- Rents are due on the 1<sup>st</sup> of each month- NO GRACE PERIODS.
- Tenants are required to maintain necessary insurance commonly referred to as "renters insurance" to cover their personal property and other liabilities, including pets if applicable.

**AGENCY DISCLOSURE** Lionsgate Realty and Property Management is an agent for the property owner, under separate management agreement. As an agent for the owner, we have an obligation of trust and loyalty to work toward the OWNER'S best interest. As REALTORS, we will treat all parties to this transaction honestly and fairly.

Property Address: \_\_\_\_\_

Applicant(s) Name(s): \_\_\_\_\_

Requested Move-In Date: \_\_\_\_\_

Referring Agent: \_\_\_\_\_ Company Name: \_\_\_\_\_

Referring Company Mailing Address: \_\_\_\_\_

Agent Public ID: \_\_\_\_\_

Applicant Initials: \_\_\_\_\_ / \_\_\_\_\_

**Property Address:** \_\_\_\_\_

Before applying for this property, I (we) have thoroughly inspected the property and would like the following REQUESTS presented to the homeowner for approval. I (we) understand that the property will be leased in "as-is" condition and have listed all requests for improvement below.  
THERE IS NO GUARANTEE THESE IMPROVEMENTS WILL BE APPROVED BY OWNER AND THEY ARE NOT A CONDITION OF LEASING PROPERTY.

1.
2.
3.
4.
5.
6.
7.
8.

I (we) understand that if the above written requests are not approved in writing by the owner, and acknowledged below, that no work will be done.

Applicant Signature \_\_\_\_\_ Co-Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

**\*FOR OFFICE USE ONLY\***

Number	Accept	Decline	Number	Accept	Decline
1.			5.		
2.			6.		
3.			7.		
4.			8.		

The approved items listed above will be completed in a timely manner and the condition of the property will be documented upon move-in evaluation. The property will be accepted in its current, "as-is" condition with the exception of any approved improvements.

\_\_\_\_\_  
Authorized Agent

\_\_\_\_\_  
Date