



# SILVER STATE REALTY AND INVESTMENTS

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WWW.SILVERSTATEINVESTMENTS.COM  
5439 SOUTH DURANGO DRIVE SUITE #100  
LAS VEGAS, NV 89113  
OFFICE: 702-730-2080  
FAX: 702-947-6111

## INSTRUCTIONS FOR RENTAL APPLICATIONS

**Silver State Realty & Investments is interested as having you as a tenant. We are an Equal Opportunity Housing provider and fully comply with the Federal Fair Housing Act. We do not discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin. We also comply with all the state and local fair housing laws.**

**The following detailed instructions will answer any questions you may have and will assist you through the application process.**

**(This form must be signed by each applicant)**

#1 – All applicants must complete a Greater Las Vegas Association of Realtors 3 page Rental Application. A spouse must complete the co-applicant portion of the application. A roommate or non-related individual to the main applicant must complete a separate application. Anyone over the age of 18, that plans on residing in the property must complete and application and be listed on the lease.

#2 – Each applicant or individual over the age of 18 must provide a copy of their Drivers License, Social Security Card, and 3 most recent paycheck stubs.

#3 – The application fee is \$50 Per Applicant or \$100 Per Married Couple and must be paid in money order or cashiers check to Silver State Realty & Investments. Personal checks or cash are not accepted. Application fees are non-refundable if an application is declined.

#4 – You may drop off your application, required documents, and application fee at our office during business hours of 9am to 5 pm Monday through Friday. Our office is closed on Weekend and Holidays.

#5 – All rental properties are available on a first come, first serve basis. Silver State Realty & Investments reserves the right to process multiple applications for a particular property at once. Please allow 2 to 3 business days to completely process your application. When a decision has been reached regarding your application you will be contacted. In the event you are being represented by a Realtor, then our office will contact your Realtor. Continual follow up calls will not speed up the processing of your application. Our office is closed on weekends and holidays and applications are not processed or accepted on these dates.

Applicant Initials \_\_\_\_\_ Applicant Initials \_\_\_\_\_

#6- Silver State Realty & Investments utilizes an outsourced third party scoring model that considers the following elements: Credit, Income, Rental History, and Criminal Record. The scoring model looks for an applicant(s) gross income to be three times the monthly rent. Based upon the outcome of this scoring model Silver State Realty & Investments can request an applicant pay between 1 to 2 times rent for a security deposit. This security deposit would be in addition to any other requested pet, cleaning or other deposits. Silver State Realty & Investments reserves the right to request additional documentation that is not requested above in order to process an application due to but not limited to self employment, retirement, bankruptcy, or other.

#7 – Once approved you will be asked to provide a holding deposit which will be the first months rent within 48 hours to our office and sign a holding agreement. After providing the holding deposit the property will be held for a maximum of 14 days. During these 14 days you will have to set a lease signing appointment based upon our office availability and pay all move in funds (security deposit, first months rent, all other applicable deposits, and fees). Should you not provide our office with a holding deposit within 48 hours of notification of approval, back up applications will be accepted.

#8 – All move in funds must be paid in cashiers check or money order only.

#9- If an applicant misses or is over 30 minutes late for a lease signing appointment they will have to pay a \$50 fee in certified funds to the management company in order to complete the lease signing late or reschedule the signing for another time if the property management company and staff are not available.

#10- All properties are leased AS-IS. Improvements or alterations to the property will not be made without a mutual agreement by owner and applicant.

#11- The applicant(s) authorize Silver State Realty & Investments to release any and all information acquired from the applicant(s), the application process or from third parties to the property owners as needed for approval.

#12- Once approved you will need to contact the following entities to establish utility services prior to occupancy of the property:

Nevada Power: 702-367-5555

Southwest Gas: 1-877-860-6020

Las Vegas Valley Water District: 702-870-2011

North Las Vegas Utilities: 702-633-1275

City Of Henderson Utilities: 702-267-5900

By signing below the applicant(s) acknowledge the application instructions and requirements listed above:

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APPLICANT NAME

APPLICANT SIGNATURE

DATE

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APPLICANT NAME

APPLICANT SIGNATURE

DATE

# RENTAL APPLICATION



**Application is not complete until page 4 is signed. Unless this application is initialed on each page it will not be processed. (If more than two persons are applying, use additional applications.)**

**REQUIRED TO SUBMIT:**  
 (Cash, MO, CC)  
 Application (Non-Refundable) Fee \$ \_\_\_\_\_  
 Deposit to Hold \$ \_\_\_\_\_  
 Amt. Received \$ \_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

MOVE-IN DATE \_\_\_\_\_

(NON-REFUNDABLE) APPLICATION FEE \$ \_\_\_\_\_ RENT \$ \_\_\_\_\_ SECURITY DEPOSIT

\$ \_\_\_\_\_ PET DEPOSIT \$ \_\_\_\_\_ (NON-REFUNDABLE) PROCESSING FEE \$ \_\_\_\_\_

KEY DEPOSIT \$ \_\_\_\_\_ CLEANING FEE \$ \_\_\_\_\_ OTHER \$ \_\_\_\_\_

EVIDENCE BY: CASH \_\_\_\_\_ CHECK \_\_\_\_\_ CASHIER'S CHECK \_\_\_\_\_ MONEY ORDER \_\_\_\_\_

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

APPLICANT: \_\_\_\_\_

HOME PHONE # \_\_\_\_\_ OTHER PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_ SSN# \_\_\_\_\_

DL# \_\_\_\_\_ STATE \_\_\_\_\_ BIRTH DATE \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

LANDLORD NAME / MORTGAGE HOLDER: \_\_\_\_\_ PAYMENT: \_\_\_\_\_

PHONE # \_\_\_\_\_ HOW LONG? \_\_\_\_\_ (PLEASE CHECK ONE)  OWNED OR  RENT

REASON FOR LEAVING \_\_\_\_\_

PRIOR STREET ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

LANDLORD NAME / MORTGAGE HOLDER: \_\_\_\_\_

PHONE # \_\_\_\_\_ HOW LONG? \_\_\_\_\_ (PLEASE CHECK ONE)  OWNED OR  RENT

REASON FOR LEAVING \_\_\_\_\_

CURRENT EMPLOYER: \_\_\_\_\_

HOW LONG? \_\_\_\_\_ EMPLOYED AS \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PHONE # \_\_\_\_\_ FAX# \_\_\_\_\_

SALARY: \$ \_\_\_\_\_ PER/MO SUPERVISOR: \_\_\_\_\_

OTHER INCOME: SOURCE \_\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

PRIOR EMPLOYER (IF LESS THAN 3 YEARS): \_\_\_\_\_ PHONE # \_\_\_\_\_

HOW LONG? \_\_\_\_\_ EMPLOYED AS \_\_\_\_\_

SALARY: \$ \_\_\_\_\_ PER/MO SUPERVISOR: \_\_\_\_\_

CREDIT REFERENCES: BANK \_\_\_\_\_ ACCT.# \_\_\_\_\_

ADDRESS \_\_\_\_\_

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CO-APPLICANT: \_\_\_\_\_

SSN # \_\_\_\_\_ DL# \_\_\_\_\_ STATE \_\_\_\_\_ BIRTH DATE \_\_\_\_\_

PHONE # \_\_\_\_\_ EMAIL \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

LANDLORD NAME / MORTGAGE HOLDER: \_\_\_\_\_ PAYMENT: \_\_\_\_\_

PHONE # \_\_\_\_\_ HOW LONG? \_\_\_\_\_ (PLEASE CHECK ONE)  OWNED OR  RENT

PRIOR STREET ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

LANDLORD NAME / MORTGAGE HOLDER: \_\_\_\_\_

PHONE # \_\_\_\_\_ HOW LONG? \_\_\_\_\_ (PLEASE CHECK ONE)  OWNED OR  RENT

REASON FOR LEAVING \_\_\_\_\_

CURRENT EMPLOYER: \_\_\_\_\_

HOW LONG? \_\_\_\_\_ EMPLOYED AS \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PHONE # \_\_\_\_\_ FAX# \_\_\_\_\_

SALARY: \$ \_\_\_\_\_ PER/MO SUPERVISOR: \_\_\_\_\_

OTHER INCOME: SOURCE \_\_\_\_\_

AMOUNT: \$ \_\_\_\_\_

PRIOR EMPLOYER (IF LESS THAN 3 YEARS): \_\_\_\_\_ PHONE # \_\_\_\_\_

HOW LONG? \_\_\_\_\_ EMPLOYED AS \_\_\_\_\_

SALARY: \$ \_\_\_\_\_ PER/MO SUPERVISOR: \_\_\_\_\_

CREDIT REFERENCES: BANK \_\_\_\_\_ ACCT.# \_\_\_\_\_

ADDRESS \_\_\_\_\_

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AUTOMOBILES:

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ LIC# \_\_\_\_\_ STATE \_\_\_ YR \_\_\_ COLOR \_\_\_\_\_

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ LIC# \_\_\_\_\_ STATE \_\_\_ YR \_\_\_ COLOR \_\_\_\_\_

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ LIC# \_\_\_\_\_ STATE \_\_\_ YR \_\_\_ COLOR \_\_\_\_\_

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IN ADDITION TO APPLICANT(S), OTHER PERSONS TO BE AT PREMISES:

NAME                                          RELATIONSHIP                                          AGE                                          OCCUPATION

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PETS? (Y/N) \_\_\_\_\_ HOW MANY? Cats \_\_\_\_\_ Dogs \_\_\_\_\_ Other \_\_\_\_\_

Name	Cat or Dog?	Breed	Weight	Spayed or Neutered?

If Other, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HAS ANY APPLICANT EVER FILED BANKRUPTCY? \_\_\_\_\_ GIVE DETAILS \_\_\_\_\_

HAS ANY APPLICANT EVER BEEN EVICTED? \_\_\_\_\_ EXPLAIN \_\_\_\_\_

HAS ANY APPLICANT EVER WILLFULLY REFUSED TO PAY RENT WHEN DUE? \_\_\_\_\_ EXPLAIN \_\_\_\_\_

HAS ANY APPLICANT OR OCCUPANT EVER BEEN CONVICTED OF A GROSS MISDEMEANOR OR FELONY?

YES  OR NO  IF YES PLEASE EXPLAIN \_\_\_\_\_

\_\_\_\_\_

HOW LONG DOES APPLICANT PLAN TO LIVE HERE? \_\_\_\_\_ DOES APPLICANT PLAN TO USE LIQUID FILLED  
FURNITURE? \_\_\_\_\_ TYPE \_\_\_\_\_

DOES ANYONE IN THE HOUSEHOLD SMOKE? Y/N \_\_\_\_\_

APPLICANT IN CASE OF EMERGENCY, PERSON TO NOTIFY: \_\_\_\_\_

RELATIONSHIP: \_\_\_\_\_ PHONE # \_\_\_\_\_

CO-APPLICANT IN CASE OF EMERGENCY, PERSON TO NOTIFY: \_\_\_\_\_

RELATIONSHIP: \_\_\_\_\_ PHONE # \_\_\_\_\_

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**DISCLOSURE**  
**PLEASE READ CAREFULLY BEFORE SIGNING**

1. APPLICANT UNDERSTANDS THAT \_\_\_\_\_ IS THE LEASING AGENT AND REPRESENTATIVE FOR THE LANDLORD OF THE PREMISES LOCATED AT \_\_\_\_\_ AT A MONTHLY RENT OF \$ \_\_\_\_\_.
2. APPLICANT DECLARES THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT, AND APPLICANT AUTHORIZES AN EMPLOYMENT CHECK, CRIMINAL RECORDS CHECK, CREDIT CHECK, VERIFICATION OF REFERENCES AND CURRENT AND PREVIOUS LANDLORDS.
3. APPLICANT HEREBY PAYS \$ \_\_\_\_\_ AS A NON-REFUNDABLE APPLICATION FEE AND \$ \_\_\_\_\_ AS HOLDING DEPOSIT. IF APPLICANT IS DECLINED, HOLDING DEPOSIT SHALL BE REFUNDED WITHIN \_\_\_\_\_ BUSINESS DAYS. IF, AFTER APPROVAL, APPLICANT DECIDES NOT TO FULFILL THIS AGREEMENT BY COMPLETING LEASE AND PAYING FIRST MONTHS RENT AND REMAINING SECURITY DEPOSIT, HOLDING DEPOSIT SHALL BE RETAINED BY LANDLORD TO COVER ADMINISTRATIVE EXPENSES.
4. APPLICANT AGREES TO EXECUTE A RENTAL AGREEMENT BEFORE POSSESSION IS GIVEN AND TO PAY THE RENT AND SECURITY DEPOSIT WITHIN \_\_\_\_\_ BUSINESS DAYS AFTER BEING NOTIFIED OF ACCEPTANCE OF THIS APPLICANT.
5. LANDLORD AND AGENT WILL NOT BE BOUND BY ANY REPRESENTATIONS, AGREEMENTS OR PROMISES, WRITTEN OR ORAL, MADE BY LANDLORD OR AGENT UNLESS CONTAINED IN THE RENTAL AGREEMENT SIGNED BY LANDLORD OR LANDLORD'S AGENT.
6. APPLICANT DOES HEREBY RELEASE LANDLORD, AGENT AND THIS COMPANY FROM ANY AND ALL DAMAGES OR LIABILITIES WHICH MIGHT RESULT FROM THE ABOVE INFORMATION. APPLICANT RELEASES PRESENT LANDLORD AND ALL PREVIOUS LANDLORDS FROM ANY AND ALL LIABILITY FOR ANY DAMAGE OR INJURY WHATSOEVER CAUSED BY PROVIDING INFORMATION TO LANDLORD OR AGENT REGARDING APPLICANT.
7. APPLICANT UNDERSTANDS AND ACKNOWLEDGES THAT A FALSE STATEMENT MADE HEREIN IS GROUNDS FOR DENIAL OF RENTAL TO APPLICANT. ANY STATEMENT HEREIN MAY BE CONSTRUED AS A CONDITION PRECEDENT TO ANY BINDING RENTAL AGREEMENT OR CONTRACT BETWEEN APPLICANT AND LANDLORD.
8. APPROVAL FOR RESIDENCY IS MADE WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, AGE, OR HANDICAP.
9. APPLICANT UNDERSTANDS THAT APPLICANT ACQUIRES NO RIGHTS TO PREMISES UNTIL EXECUTION OF A RENTAL AGREEMENT IN THE FORM SUBMITTED AND DEPOSIT OF RENT AND SECURITY DESCRIBED ABOVE.

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_

SIGNATURE OF CO-APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_

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OFFICE USE ONLY:  
REFERRAL COMPANY \_\_\_\_\_ MLS # \_\_\_\_\_ DATE PAID \_\_\_\_\_  
AGENT: \_\_\_\_\_ P.I.D. # \_\_\_\_\_ LICENSE # \_\_\_\_\_

THE GREATER LAS VEGAS ASSOCIATION OF REALTORS® PROVIDES THIS FORM FOR MEMBERS ONLY AND IS NO WAY DEEMED RESPONSIBLE FOR INFORMATION PROVIDED THEREIN.