



SILVER STATE REALTY AND INVESTMENTS

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:

APPLICANT NAME

APPLICANT SIGNATURE

DATE

APPLICANT NAME

APPLICANT SIGNATURE

DATE

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 _____

XX

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: _____

