

Desert Winds Patio Homes

101 Desert Winds Way

Mesquite, NV 89027

Phone (702) 346-8383 Fax (702) 346-8843

Courtesy Reminder Checklist

Please make sure that all items are completed. Failure to supply the correct information will result in the delay of your rental application. *If you have any questions please contact your Leasing Agent at the phone number above.*

- _____ Completed Rental Application(s)
(Anyone over the age of 18 must complete)
- _____ Completed ADDENDUM TO APPLICATION TO RENT
(American Tenant Service authorization to run credit & background)
- _____ Originals of Drivers License(s) and Social Security Card(s)
(we will make copies of each)
- _____ Two most current paycheck stubs
(If self employed, you must bring in most current filed income tax and/or 3 months current bank statements).
- _____ Holding Deposit \$100.00
(Money Order or Cashiers Check) **NO CASH**
Leave Blank
- _____ Application processing fee \$45.00 (per adult)
(Money Order or Cashiers Check made payable to Desert Winds)

Reminder: Renters Insurance is Required.

Once you are approved and **BEFORE** signing your Lease Agreement Our office must have a copy of your Renters Insurance. Also, all parties signing the Lease Agreement must be on the policy.
See attached information for more details.

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Application Instructions

PLEASE READ CAREFULLY

1. Complete Name & Birth Date.
2. Drivers License number.
3. Social Security number
4. Complete present address *(if you have lived at this address for more than 4 years we will not need a previous address).*
5. Proposed Occupants of the Unit. *(do not include applicant)*
6. Complete Current Employer & Previous Employer
(must have Supervisors name(s) & complete phone #(s))
7. Complete Income Information.
8. Bank Reference with complete address & phone number.
9. Complete Vehicle Information.
10. Personal References Must have 2 Complete Names, Addresses, City, Phone # and Relationship *(this can be a friend or relative)*
11. Emergency Contacts again must be complete information (you may use your Personal References if you like)
12. Answer ALL Questions
13. Sign and Date your completed Application.

Refer to your Reminder Checklist
for all other Information that is Requested

ADDENDUM TO APPLICATION TO RENT

AMERICAN TENANT SERVICES

Property Name : DESERT WINDS

Unit #: _____

I/We agree and understand that a non-refundable fee of \$ _____ paid this date ____/____/____ is for the processing of my/our application and the cost of verification of my/our credit, rental history and employment and all other matters which they may require to process tenant application request.

(initials) X _____ X _____ X _____ X _____

I/We give permission to release information regarding my/our current and past employment(s), rental history, to run a credit report and/or criminal background check.

I understand if information received from any of the above reports does not meet property requirements, my application will be denied.

<u>Applicant(s) Signature</u>	<u>Date of Birth</u>	<u>Drivers License #</u>
X _____	____/____/____	_____
X _____	____/____/____	_____
X _____	____/____/____	_____
X _____	____/____/____	_____

I HEREBY CERTIFY THIS TO BE TRUE
AND CORRECT COPY OF THE ORIGINAL

By: Agent for Owner

X _____

Date: ____/____/____

ATS SCREENING POLICY

AMERICAN TENANT SERVICES, INC. always processes applications without regard to applicants race, color, religion, sex, sexual orientation, age, marital status, parental status, national origin, physical handicap, physical or mental disability.

All applicants will be processed in a fast, efficient manner through Experian (TRW) and /or with UD Registry, assuring all clients the most up-to-date credit information and rental history verifications available.

In order to provide speedy and effective service, the following procedures are required:

1. Each applicant must complete the entire Rental Application form and pay a fee of no more than \$45.00. The fee varies with location of the property. When there is more than one prospective tenant over the age of 18 who plans to live in the apartment, each one must pay a separate application fee.
2. All applicants must show proof of income and must have an income equal to approximately three times the amount of the rent. Proof of income must be attached to an application before it can be processed. As described in ICI Rental Policy and at number 8 below, under specified circumstances the requirement of three times the rent may be waived.
3. Proof of income may be shown in the following ways:
 - a. If you are an employee, a current pay stub. No stubs will be accepted which are more than two weeks old.
 - b. If you are self-employed, an income tax return, 1099 form which you have filed within the present calendar year or your three (3) most recent checking account statement. If these documents do not establish proof of income additional information may be requested.
 - c. If you are retired, statement of retirement, social security; if you are on automatic deposit, a current bank statement will verify deposits.
 - d. If you are on government aid, proof of eligibility.
 - e. If you are HUD qualified, HUD certificate or Voucher.
4. Applicants will be denied who:
 - (a) show insufficient income and/or
 - (b) have major items of derogatory credit (negative Experian (TRW) report, outstanding unpaid debt which is overdue), and/or
 - (c) an unfavorable tenant history (unlawful detainer, evictions, negative report from previous/current landlord)
 - (d) have felony convictions or misdemeanors, which involve moral turpitude (I.E.; selling, manufacturing or distribution of a controlled substance, prostitution, theft, etc.) The date and nature of the offense will be taken into account. DEFERRED ADJUDICATION FOR ANY SUCH OFFENSE, OR PROBATION FOR A FELONY ARE CONSIDERED REASONS FOR DENIAL.

As described in ICI Rental Policy and set forth at number 8 below, under specified circumstances, one of these requirements may be waived.

5. Applicants may use a co-applicant in the event that their income is not sufficient, or they have short employment histories, or they have minor items of derogatory credit, or no verifiable credit history, or they have little or no tenant history. Co-applicants must pay a separate application fee and qualify under the same standards which apply to applicants.

Provides Equal Housing Opportunity

ATS SCREENING POLICY

6. American Tenant Services will notify the manager and the prospective tenant within 48 hours whether the tenant has been approved or denied.
7. All denied applicants will be notified by ATS in writing of the reason for their denial. The denial will be sent within 48 hours provided the applicant has given the proper address and information. The written denial will contain addresses and phone numbers for TRW and the Unlawful Detainer Registry in case the applicant disputes material reported.
8. ATS will reconsider the applicant if additional information can be provided to prove credit worthiness. For example:
 - A. Applicants whose income is less than approximately three times the amount of the rent may be considered on a combination of the following factors: (1) their income is stable and verifiable (for example, Social Security or Pension Income), (2) they have few or no debts, (3) they have an established, long-term credit history, which is good (4) they have excellent rental references for the past three years.
 - B. If an applicant has a good, verifiable rental history and a good, verifiable income, ICI will consider applicants who have filed a bankruptcy provided proof of discharge is supplied.
 - C. Where other qualifications are strong, ICI will review evictions more than five years old.

Provides Equal Housing Opportunity

ICI RENTAL POLICY

All vacant or on-notice units are offered on a first-come first-served basis to qualified applicants without discrimination, regardless of applicants' race, color, religion, sex, sexual orientation, age, marital status, parental status, national origin, physical handicap, mental disability.

Qualified Applicants

1. To be considered a "qualified applicant," a prospective tenant must show an acceptable credit history, a good tenant history, and earn approximately three times the amount of rent, no felony convictions or misdemeanors which involve moral turpitude (I.E.; selling, manufacturing or distributing of a controlled substance, prostitution, theft, etc). The date and nature of the offense will be taken into account. DEFERRED ADJUDICATION FOR ANY SUCH OFFENSE, OR PROBATION FOR A FELONY ARE CONSIDERED REASONS FOR DENIAL. Proof of income is required.

The Application

2. Each prospective tenant must complete an application to rent and pay an application fee of no more than \$45.00 depending on the location of the property. American Tenant Services will process the application. When there is more than one prospective tenant over 18 years of age who plans to live in the apartment, each one must pay a separate application fee.

Approved Application

3. If American Tenant Services approves an application, it will so notify property within 48 hours. Applicants must pay all deposits within 24 hours of the time of the approval, in order to hold the unit until the date of occupancy.
4. If applicant fails to pay the deposit within the 24 hours provided, they will lose that available unit. Approved applicants will be offered the next available unit of their choice when the deposit is made.

Co-Applicants

5. An applicant who fails to provide proof of sufficient income, has short employment history, has little, unverifiable credit, minor items of derogatory credit, or short rental history may apply or reapply with a qualified family member or qualified responsible party as a co-applicant on the application to rent, even if the co-applicant will not live on the premises.
6. The co-applicants must then be qualified by the same guidelines as a prospective tenant, sign the rental agreement, and be legally responsible for the lease until the tenant leaves the premises.
7. Each co-applicant must pay a separate application fee.

As described in the ICI Rental Policy and as set forth at number 11 below, under specified circumstances, one of these requirements may be waived.

8. Applicants may use a co-applicant in the event that their income is not sufficient, or they have short employment histories, or they have minor items of derogatory credit, or no verifiable credit history, or they have little or no rental history. Co-applicants must pay a separate application fee and qualify under the same standards, which apply to applicants.
9. American Tenant Services will notify the manager within 48 hours whether the tenant has been approved or denied.
10. All denied applicants will be notified by ATS in writing of the reason for their denial. The denial will be sent within 48 hours provided the applicant has given the proper address and information. The written denial will contain addresses and phone numbers for ATS, Experian (TRW), and the Unlawful Detainer Registry in case the applicant disputes material reported.

Provides Equal Housing Opportunity

ICI RENTAL POLICY

11. ATS will reconsider the applicant if additional information can be provided to prove credit worthiness. For example:
 - A. Applicants whose income is less than approximately three times the amount of the rent may be considered on a combination of the following factors. (1) their income is stable and verifiable (for example, Social Security or Pension Income), (2) they have few or no debts, (3) they have established, long-term credit history which is good, (4) they have excellent rental references for the past three years.
 - B. If an applicant has a good, verifiable rental history and a good verifiable income, ICI will consider applicants who have filed bankruptcy provided proof of discharge is supplied.
 - C. Where other qualifications are strong, ICI will review evictions more than five years old.

Waiting List Policy

12. In the event there are no available units to rent, the property rental staff or manager will place prospective tenants' names on a waiting list, provided that the prospective tenants have told the manager that they meet the requirements stated above.
13. The waiting list shall be maintained on site at all times and contain information regarding the name of the prospect with both home and work telephone numbers. The list shall be maintained for a period of not less than 60 days. Attempts will be made to contact persons on this list to fill vacancies as they occur on a first-come first-serve basis.
14. The waiting list form will be available for inspection at all times.

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Mesquite, NV 89027

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Security Deposit

Addendum To Application To Rent

I/We agree and understand that the Holding Deposit of \$100.00 received on this date ____/____/____ is part of the total Security Deposit, and is required in order to take the address below off the market:

_____ Desert Winds Way
Mesquite, NV 89027

I/We understand that the Holding Deposit is non-refundable 72 hours after the date of this agreement.

I/We also agree that the remaining security deposit is due within 24 hours after the approval date. And that payment must be in the form of a Money Order or Cashiers Check only. If the balance of the security deposit is not paid within this timeframe, the Owner/Agent will release the hold on the above home until such time that I/We pay the balance. If, within that timeframe the home is rented to another party, I/We understand that the next available home of our choice will be taken off the market.

NO PERSONAL, BUSINESS OR THIRD PARTY CHECKS WILL BE ACCEPTED

It is further agreed and understood that if I/We decide NOT to move in after approval, the Owner/Agent may deduct from the Security Deposit "Lost Rental Damages" to cover the lost opportunity to rent the home. I/We also understand the "Lost Rental Damage" will be equal to the daily rent of \$ _____ for each day the home is taken off the market from the date of approval.

X _____ Date _____
Applicant Signature

X _____ Date _____
Applicant Signature

Authorized Agent:

_____ Date _____

Welcome Home to Desert Winds Townhomes

Renters Insurance Information

Please be aware that Desert Winds Patio Homes requires Renters Insurance.

Please contact your Insurance Company and have them add us as:

"Additional Interest or Landlord Interest"

Desert Winds 44 LTD. 101 Desert Winds Way, Mesquite, NV 89027.

Phone # 702-346-8383 Fax #702-346-8843

There is no additional cost for this requirement

***Residents are required to have a minimum of \$100,000 of
Personal Liability Insurance.***

*If you do not presently have Renters Insurance. For your convenience,
we have partnered with Deans & Homer Renter's Insurance Company.*

They do offer flexible payment options.

Please reach out to them at www.insureYourStuff.com

or contact

Deans & Homer Renter's Insurance Company Customer Service Dept.

Please Call

1-800-548-1616

(Monday – Friday 8:30am to 5:00pm Pacific Time)

*I/We have read and understand all of the above information. And I/We Understand that
this is a leasing requirement.*

Signature: _____

Date: _____

Signature: _____

Date: _____

APPLICATION TO RENT (Individual applications required from each adult occupant) All sections must be completed.

Project Name: DESERT WINDS Apt # Phone: 702-346-8383 Date:

Last Name		First Name		Middle Name		Social Security Number or ITIN		
Other names used in the last 10 years				Home Phone Number ()		Mobil/Cell Phone Number ()		
Date of Birth	Photo ID/Type	Number	Issuing government	Exp. date	Other ID			
1 Present Address		City		State		Zip Code		
Date In	Date Out	Owner Mgr. Name		Owner Mgr. Phone No. ()		Current Rent \$ /month		
Reason for Moving		City		State		Zip code		
2 Previous Address		City		State		Zip code		
Date In	Date Out	Owner Mgr. Name		Owner Mgr. Phone No. ()		Reason for Moving		
Proposed Occupants List all in Addition to Yourself	Complete Name		Age		Complete Name		Age	
A Current Employer				Present Occupation Or source of income				
Employer Address				Dates of Employment		Phone ()		
				Name of your Supervisor				
B Previous Employer				Previous Occupation				
Employer Address				Dates of Employment		Phone ()		
				Name of your Supervisor				
Current Monthly Gross Income		Income Sources				Amount		
		1.				\$		
		2.				\$		
		3.				\$		
\$ per month		TOTAL \$						
Name of Owner		Address		Phone No.		Fax/Internet Address		
1.								
2.								
Bank References		Bank Phone Number						
1.								
2.								
Vehicles	Make & Model	Year	Color	State	License #			
1.								
2.								
Personal References	Name	Address		City	Phone	Length of Acquaintance		
1.								
2.								
In Case of Emergency, Notify	Name	Address		City	Phone	Relationship		
1.								
2.								
<p>*Has any civil judgement been entered against you for the collection of debt in the past 10 years? Yes or No _____. Year _____. Have you declared bankruptcy in the past 10 years? Yes or No _____. Have you ever been evicted? Yes or No _____. Have you ever refused to pay rent? Yes or No _____. Have you ever been convicted of a felony? Yes or No _____. Have you ever been convicted of selling, distributing or manufacturing illegal drugs? Yes or No _____. Applicant represents that all the above statements are true and correct and hereby authorizes verification of the above items including, but not limited to, the obtaining of a credit report and agrees to furnish additional credit references upon request. Applicant consents to allow Owner/Agent to disclose tenancy information to previous or subsequent Owners/Agents.</p>								
<p>Owner/Agent will require a payment of \$ _____, which is to be used to screen applicant with respect to credit history and other background information. The amount charged is itemized as follows: 1. Actual cost of credit report, unlawful detainer (eviction) search, and background check \$ _____ 2. Cost to obtain, process and verify screening information (may include staff time and other soft costs) \$ _____ 3. Total fee charges (cannot exceed \$30 per applicant, which may be adjusted annually with the CPI as of 1-1-98) \$ _____</p>								
<p>NOTICE: Pursuant to Civil Code, Section 1785.25, you are hereby notified that a negative credit report reflecting on your credit record may be submitted in the future to a credit reporting agency if you fail to fulfill the terms of your rental / credit obligations or if you default in those obligations in any way. This is the only notice that you will receive in this regard. PROVIDES EQUAL HOUSING OPPORTUNITY.</p>								

1st Month Rent	\$ _____	Security deposits can be applied towards unpaid rent _____	Security deposits can be used to clean or repair any damages _____
Security Deposit	\$ _____	Applicants signature: _____	Date: _____
Credit Check Fee (not refundable)	\$ _____	Co-applicants signature: _____	Date: _____
(Less any move in costs)	\$ _____	Application received by: _____	Date: _____
(Less deposit paid in application)	\$ _____		
(Refundable within 72 hours)	\$ _____		
Balance Due Upon Move In (Cashier's Check or Money Order)	\$ _____		