

**APPLICATION TO RENT OR LEASE  
(Internet Version)**

**INSTRUCTIONS**

**The instructions are simple and straight forward.**

**Fill in every blank and all requested information!**

**The more information you give, the faster we will be able to finish processing your application.**

**Failure to give accurate information is grounds for denying your application. Make sure all phone numbers, addresses, time frames, amounts, etc. are accurate.**

**Do not type the application. We prefer that it be hand printed. Make sure you have all of your contact phone numbers available. If you want to provide additional information, do so on a blank additional page. Do not write on the back of the forms.**

**Make sure you sign all three pages. If you do not, we can not process your request.**

**There is an Application Fee charged for each adult over the age of 18.**

**When you come to sign your paperwork, each adult needs to bring their photo ID and two (2) months recent pay stubs.**

**All initial rent, deposit, and application fees need to be paid in SEPARATE certified funds checks.**

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Obtain and copy visual proof of Driver's License or State ID ( ) Yes ( ) NO Manager/Agent \_\_\_\_\_  
In the event of co-tenants, other than a spouse, use additional forms.

Move-in Date Requested \_\_\_\_\_

Property Address Applying for: \_\_\_\_\_

APPLICANT'S Last Name		First	Middle	Birthdate	Driver's License # and State		Soc Sec #			
Spouse's Last Name		First	Middle	Birthdate	Driver's License # and State		Soc Sec #			
<b>OTHER PERSONS TO OCCUPY THE PROPERTY</b>	1	FULL NAME		RELATIONSHIP	DOB	4	FULL NAME		RELATIONSHIP	DOB
	2					5				
	3					<b>Type and size of Pets:</b>				

### CURRENT RESIDENCE – PART 1

APPLICANT'S Present Address		City	State	Zip	How Long?	[ ] Own [ ] Rent	Phone	Monthly Payment
					Yrs Mos		( )	
Name of Present Landlord - [ ] Mortgage Co. [ ] Apt. Complex [ ] Landlord		City	State	Zip	Landlord Day Phone		Landlord Night Phone	
					( )		( )	

### PREVIOUS RESIDENCE HISTORY – PART 2

APPLICANT'S Previous Address		City	State	Zip	How Long?	[ ] Own [ ] Rent	Monthly Payment
					Yrs Mos		
Name of Previous Landlord - [ ] Mortgage Co. [ ] Apt. Complex [ ] Landlord		City	State	Zip	Landlord Day Phone		Landlord Night Phone
					( )		( )
Spouse's Previous Address		City	State	Zip	How Long?	[ ] Own [ ] Rent	Monthly Payment
					Yrs Mos		
Name of Previous Landlord - [ ] Mortgage Co. [ ] Apt. Complex [ ] Landlord		City	State	Zip	Landlord Day Phone		Landlord Night Phone
					( )		( )

### EMPLOYMENT HISTORY – PART 3

APPLICANT Employed By		Supervisors	Your Department Held/Occupation	Position	How Long
Name Company Name					Yrs Mos
Address		City	State	Zip	Phone
					( )
					Monthly Salary
					\$
APPLICANT'S Previous Employment		Supervisors	Your Department Held/Occupation	Position	How Long
Name Company Name					Yrs Mos
Address		City	State	Zip	Phone
					( )
					Monthly Salary
					\$
Spouse Employed By		Supervisors Name	Your Department Held/Occupation	Position	How Long
Company Name					Yrs Mos
Address		City	State	Zip	Phone
					( )
					Monthly Salary
					\$
ADDITIONAL INCOME; Income such as child support, alimony or separate maintenance need not be disclosed unless such income is to be included for qualification hereunder:					Monthly Amount
SOURCE:					\$

Applicant Signature	Applicant Signature	Date	<b>I am aware that an incomplete application causes a delay in processing and may result in denial of tenancy.</b>  <b>Equal Housing Opportunity</b>
Landlord/Agent Signature	Title	Date	

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## BANKING AND CREDIT REFERENCES – PART 4

Bank Name	Bank Address	Checking Account #	
Bank Name	Bank Address	Savings Account #	
Charge Account	Account #	Monthly Payment	Loan Account #
		\$	
Charge Account	Account #	Monthly Payment	Loan Account #
		\$	

## OTHER IMPORTANT INFORMATION – PART 5

Auto (Year, Make, Model Color)	License Plate	Auto (Year, Make, Model Color)	License Plate
<b>APPLICANT'S</b> Nearest Relative	Relationship	Address	City State Zip Phone ( )
<b>SPOUSE'S</b> Nearest Relative	Relationship	Address	City State Zip Phone ( )
Emergency Contact	Relationship	Address	City State Zip Phone ( )

**HAVE YOU EVER BEEN EVICTED OR FORCED TO LEAVE A PROPERTY?** \_\_\_\_\_ **YES** \_\_\_\_\_ **NO**  
**HAVE YOU EVER BEEN CONVICTED OF A CRIME?** \_\_\_ **YES** \_\_\_ **NO**  
**IF YES, WHAT?** \_\_\_\_\_

I understand I acquire no rights in a unit/apartment until I sign this agreement AND submit a holding fee/deposit in the amount of \$\_\_\_\_\_. Upon approval of tenancy and the signing of a Lease/Rental Agreement, this fee will be credited against my deposit and/or first months rent. In consideration for the Landlord holding this property on my behalf, located at \_\_\_\_\_ I hereby waive all my rights to the return of said holding fee/deposit and said fee shall be retained as liquidated damages in the event I do not choose to enter into the Lease/Rental Agreement applied for herein, or decide not to move-in and complete the transaction. In the event this application for tenancy is not accepted, any holding/deposit fee shall be returned to the applicant.

**NON REFUNDABLE APPLICATION/CREDIT CHECK FEE \$ \_\_\_\_\_**

In Compliance with State and Federal laws, this is to inform you that an investigation involving the statements made on your rental application for tenancy at the above mentioned property is being initiated. You have the right to dispute the information reported. Direct inquiries to the Atlas Group LC, 4033 W. Charleston Blvd, Las Vegas, NV 89102. All or part of the above information may be made available to other services unless this box [ ] is checked. I/WE certify that to the best of my/our knowledge all statements are true and complete. I/WE further authorize Atlas Group LC to obtain credit reports, character reports, verification of rental history and employment history as necessary to verify all information in the above referenced application for tenancy. False, fraudulent or misleading information, criminal convictions, or poor rental or credit history may be grounds for denial of tenancy, or subsequent eviction.

Applicant Signature	Applicant Signature	Date	<b>I am aware that an incomplete application causes a delay in processing and may result in denial of tenancy.</b>  <b>Equal Housing Opportunity</b>
Landlord/Agent Signature	Title	Date	

This application was printed through the web and is not valid as being accepted until it is signed by the Landlord/Agent and the management seal has been stamped below:

(Seal)

# ATLAS GROUP LC

Date: \_\_\_\_\_

Prospective tenant for the property located at: \_\_\_\_\_

## Permission To Release Information

Under Nevada Revised Statutes, NRS 179A.100.1, the Atlas Group LC may request records of criminal history (or the absence thereof) about any **prospective** tenant. What may be released by any agency of criminal justice without any restrictions are: any record reflecting a conviction and/or any record which pertains to an incident for which a person is currently within the system of criminal justice. **This information is to be used by the Atlas Group LC only and will not be disseminated to any other person(s), apartment complexes, or management companies.**

As a routine policy, we request any prospective tenant to grant us a release. We are not required under the law to get a release but want you to know that we routinely get the criminal information or lack thereof from a police agency in order to protect our clients and the public. **Your granting the release is a condition of your being considered for tenancy in any property that is handled by the Atlas Group LC.**

Thank you for your cooperation.

## RELEASE

( To be signed by each prospective tenant age 18 years or older )

Printed Name: \_\_\_\_\_ Alias: \_\_\_\_\_

Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Present Address: \_\_\_\_\_

Drivers License Number: \_\_\_\_\_ Verified By: \_\_\_\_\_  
(Management)



Information Released By: \_\_\_\_\_ ID#: \_\_\_\_\_  
(Authorized Employee)

Date Information Released: \_\_\_\_\_