**STEP-1**: Select which ADDENDUM services you want LVL to perform for you: **Today’s Date:**

[ ]  Prepare Lease Change Addendum ( **$25 / Addendum** ) [Changes, Existing Lease, Same Tenants]. Copy of EXISTING LEASE and any previous ADDENDUMs required.

<< OR >>

[ ]  Prepare Lease Renew Addendum ( **$25 / Addendum** ) [NO Changes, Renew Lease, Same Tenants]. Copy of EXISTING LEASE and any previous ADDENDUMs required.

**STEP-2**: Select the EXECUTION service below, if you want LVL to perform it for you:

[ ]  Execute Addendum ( **$25 / Addendum** ) [Execute Addendum, Collect Security Deposits/Addendum Rent/Fees]

**STEP-3**: Select the DEPOSIT service below, if you want LVL to perform it for you:

[ ]  Deposit Funds ( **$10 / Addendum** ) [Deposit Security Deposit/Initial Rent/Addendum Rent/Fees into Owner’s Las Vegas, NV Bank Account]

**STEP-4:** Provide COLOR Copy of Requestor’s DL or ID.

**STEP-5:** Provide Requestor’s

EMAIL:

**STEP-6:**

RENTAL PROPERTY ADDRESS, CITY, STATE, ZIPCODE GATE CODE

LVL IS AUTHORIZED TO PERFORM ANY OF THE SERVICES INDICATED ABOVE VIA THIS FORM. DOCUMENTS will be prepared based upon owner's, pm's, agent's information provided. SERVICES TO BE PERFORMED ONCE ALL DOCUMENTS AND PAYMENT IS RECEIVED. any revisions to ADDENDUM after preparation AND/OR EXECUTION will result in an additional charge. ANY DEPOSITS CAN ONLY BE INTO OWNER’S LAS VEGAS, NEVADA ACCOUNT AND WILL BE A ONE TIME DEPOSIT AFTER EXECUTION OF THE ADDENDUM ONLY. COMPANIES, OWNERS, PMs, AGENTS AGREE TO PAY ALL FEES WHEN DUE. ALL FEES ARE NONREFUNDABLE AND NONTRANSFERABLE. ALL PARTIES SHALL HOLD LVL HARMLESS FROM ANY LEASE, ADDENDUM, DEPOSIT AND LEGAL ISSUES. A 5% SERVICE FEE WILL BE CHARGED FOR ALL CREDIT AND DEBIT CARD PAYMENTS. Any late payments or outstanding amounts due are subject to a rolling 12% annual interest. by signing below requestor certifies that he/she is authorized to request this ADDENDUM/EXECUTION/DEPOSIT.

PAYMENT: Name on Card:

Billing Zip Code:       Email:

Card #:       [ ]  Amex[3] [ ]  Visa[4] [ ]  MC[5] [ ]  Discover[6]

Expiration: *( mm / yy )*       CVV Code:       *(*Amex = Front. Visa/MC/Discover = Back)

SIGN: x\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 REQUESTOR’S SIGNATURE DATE

SIGN: x\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 CARD HOLDER’S SIGNATURE DATE

**\*\* FILL IN, PRINT, SIGN and DATE. DELIVER in PERSON or EMAIL or FAX to LVL \*\***

**PAYMENT EXPLANATION**

**Payment is required before any services performed.**

**OPTION-1. Cash** (Hand delivery only, do not mail cash). *No Service Charge.*

**OPTION-2. Check / Money Order** (made out to **Las Vegas Landlord**). *No Service Charge.*

**OPTION-3. QuickPay Banking** (Chase to Chase or Non-Chase to Chase customers)
To make payments to Las Vegas Landlord from your bank (USA only banks), all you need is the following information.

--- 3a)  Recipient Name:  Las Vegas Landlord
--- 3b)  Recipient Email:  **lasvegaslandlord@gmail.com**
--- 3c)  Input the amount you want to send (ie: Dollar Amount = $1,000)
--- 3d)  In MEMO, indicate property address (ie: 8732 Point Kristi Cir, 89148)
--- 3e)  After you send your payment, LVL will receive an email to ACCEPT.

NOTE:  You do NOT have to be a member of Chase Bank to take advantage of this easy pay feature.  Go to [**www.Chase.com/QuickPay**](http://www.chase.com/QuickPay) and sign up.  *No Service Charge.*

**OPTION-4. Credit / Debit Card**(Visa, MasterCard, Amex, Discover). *Service Charge.*

This payment option has a 5% service charge, added to the payment, for all Credit and Debit card payments. *(Ex: If bill is $60 + $3 [5% Service Charge] = Total Bill Charged is $63)*