
Master Screen Authorization Agreement (MSAA)

Client type: Owner Agent Attorney Broker PM Co Officer

IF CLIENT IS AN INDIVIDUAL THEN FILL IN THIS SECTION

CLIENT'S FULL NAME _____ CLIENT'S PHONE _____ CLIENT'S FAX _____
CLIENT'S EMAIL _____
CLIENT'S STREET ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____

IF CLIENT IS A BUSINESS THEN FILL IN THIS SECTION

BUSINESS NAME (IF APPLICABLE) _____ BUSINESS PHONE _____ BUSINESS FAX _____
BUSINESS EMAIL _____ BUSINESS OFFICER NAME _____
BUSINESS STREET ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____
STATE BUSINESS LICENSE# _____ COUNTY BUSINESS LICENSE# _____ CITY BUSINESS LICENSE# _____

A. TERMS

1. This Master Screen Authorization Agreement (MSAA), (hereafter "Agreement"), is entered into between Client, indicated above, (hereafter "Client"), and Las Vegas Landlord, indicated in the footer below, (hereafter "LVL"). Both parties, Client and LVL, agree to enter into this Agreement for Screening Services.
2. The effective and execution date shall be the date at which the last party has signed and dated this Agreement.
3. Client must be the property Owner or Client [Broker, Property Manager (hereafter "PM"), Agent, Co Officer] must have a binding contract (i.e. Property Management Contract) with Owner for property management services or Client must be the legal counsel (Attorney) representing the Owner of the property, to use this Agreement and LVL services.
4. Any hand delivered, emailed, faxed or USPS mailed request from Client (regardless whether Owner, Broker, PM, Agent, Co Officer, Attorney or any other representative) to LVL shall be deemed as an authorization to proceed. No requests or changes can be made or accepted via phone.
5. LVL will only screen applicants whom are adults with the legal age of eighteen (18) years or older. It is recommended to screen all adults that will be living in the property.
6. LVL will only provide Client with an Applicant Screen Summary Report (hereafter "ASSR") plus first page of any public information obtained.
7. LVL does NOT supply information to third parties, unless Court ordered.
8. Client is NOT allowed to release ASSR to applicants or third parties without explicit written permission from LVL.

Master Screen Authorization Agreement (MSAA)

9. LVL is NOT a credit bureau, information re-seller, government agency, law enforcement agency, Court, Judge, Constable, law firm, attorney and does not provide legal advice.
10. LVL is NOT responsible for any inaccurate or missing information on rental application, government identifications, documents obtained, verbal or written validations, databases, etc.
11. Client will pay LVL for all services indicated hereunder this Agreement when they become due.

B. STEP-1: REQUIRED SCREEN DOCUMENTS

1. Client will provide LVL with the following items via email, fax or US Mail:
 - a) Cover Page indicating the following [PDF format]:
 - i. Client can use their own cover page or use LVL's screen cover page.
 - ii. Number of applicants to screen for that particular property (Ex: 1)
 - iii. Rent amount (Ex: \$1,000/month)
 - iv. Rental property address (Ex: 8732 Point Kristi Cir, Las Vegas, NV 89148)
 - v. Choose return period, (Cat-1) 24 business hours or (Cat-2) 24 regular hours. The default period is 24 business hours, if not selected by Client (Ex: 24 business hours)

Cat-1 = twenty-four (24) business hours or less, (not including weekends or holidays) from date and time of submittal, regardless of the outcome, whichever occurs first. This means, from the date and time of submittal, eight (8) business hours per day times (x) three (3) business days equals (=) twenty-four (24) business hours.

Cat-2 = twenty-four (24) regular hours or less, (not including weekends or holidays) from date and time of submittal, regardless of the outcome, whichever occurs first. This means, from the date and time of submittal, twenty-four (24) regular hours (not work/business hours). Client understands and acknowledges that by choosing Cat-2, the results may be less information gathered as normal work hours for verification requests are Monday thru Friday, 9:00am to 5:00pm.

- b) Rental application (no missing information) [PDF format]
- c) Government ID: COLOR copy of driver's license or ID (readable, not expired) [PDF format]
- d) SSN: Copy of social security card or tax return page-1 or 1099 or W-2 (readable) [PDF format]

Master Screen Authorization Agreement (MSAA)

- e) Income: Four (4) consecutive paycheck stubs or tax return or 1099 or W-2 (readable) [PDF format]

C. STEP-2: ASSR DELIVERY

- 1. LVL will only send the ASSR to one (1) designated email recipient, indicated below form Client. Client will be charged a change fee of twenty-five (\$25) dollars for each change request from one designated email recipient to another.

a) _____
EMAIL

- 2. If the ASSR becomes too big to send in one (1) email then LVL will send the ASSR in multiple emails or lessen the ASSR resolution to fit into one (1) email, whichever is better and faster for delivery to Client.
- 3. LVL will make every effort to collect and validate information in a timely manner, but will not jeopardize the turnaround time for the ASSR, as designated by Client when choosing Cat-1 or Cat-2.

D. VIOLATION

- 1. Client will be charged a penalty fee of fifty (\$50) dollars for each violation and/or LVL has the right to terminate this Agreement without advance notice. Client will pay penalty fee within ten (10) business days from receipt written notice of violation. Violation notice can either be delivered by email, fax or us mail.
- 2. If Client violates any clause or provision of this Agreement that results in a legal claim against LVL, regardless if directly or indirectly, then Client will legally ensure that LVL is protected (to include but not be limited to paying for attorney fees, court fees, penalties, sanctions, mediation fee, travel expenses, and any other associated fees or expenses). Client will pay legal fees, etc. directly to legal service provider within time specified by provider.

E. PRICING

- 1. Screening = Sixty (\$60) dollars per applicant [Ex: Wife (\$60) + Husband (\$60) = \$120]. Pricing is per applicant and subject to change.

F. PAYMENT

- 1. Client will pay LVL for all services on a per request basis, for all service requests, regardless of the outcome, in the form of an invoice that can be hand delivered, emailed, faxed or mail to Client.

Master Screen Authorization Agreement (MSAA)

2. Client will fill in the attached PAYMENT AUTHORIZATION FOR MASTER AGREEMENT CLIENTS, Debit/Credit Card section. In the event that Client's debit/credit card information changes, Client will provide LVL, within twenty-four (24) hours of the debit card/credit card change, with an updated PAYMENT AUTHORIZATION FOR MASTER AGREEMENT CLIENTS, Debit/Credit Card section form.
3. LVL fees for services are nonrefundable and nontransferable regardless of the outcome. A cancellation of a request does NOT exclude Client from being charged for services rendered.
4. Client (type: Owner, Agent, Attorney) agrees to pay LVL in advance before any services are performed. Payment first (1st), service second (2nd) will be applied to Client type: Owner, Agent and Attorney.
5. Client (type: Owner, Agent, Attorney) understands, agrees and acknowledges that prior to any services being performed, Client will pay for all services requested by Cash, Check, Cashier's Check, Money Order or QuickPay. In addition, If Client notifies LVL by email, text or fax to charge Client's Debit/Credit Card for services, then LVL is authorized to charge Client's debit card/credit card on file (card indicated on the most recent PAYMENT AUTHORIZATION FOR MASTER AGREEMENT CLIENTS, Debit/Credit Card section).
6. Client (type: Owner, Agent, Attorney) understands, agrees and acknowledges that if Client's debit/credit card or QuickPay is DECLINED or Check/Money Order is RETURNED (regardless of the reason), a rolling 5% DAILY interest late payment fee will be applied to any late payments or outstanding amounts due by Client to LVL.
7. Client (type: Broker, PM, Co Officer) agrees to pay LVL within fifteen (15) calendar days (including holidays) from invoice date, regardless of the outcome or any dispute or any legal issues pending.
8. Client (type: Broker, PM, Co Officer) understands, agrees and acknowledges that in the event that Client fails (regardless of the reason) to pay any LVL invoice within fifteen (15) calendar days (including holidays) that on the sixteenth (16th) calendar day (including holidays), LVL will charge Client's debit card/credit card on file (card indicated on the most recent PAYMENT AUTHORIZATION FOR MASTER AGREEMENT CLIENTS, Debit/Credit Card section).
9. Client (type: Broker, PM, Co Officer) understands, agrees and acknowledges that in the event, on the sixteenth (16th) calendar day (including holidays) that if Client's debit/credit card or QuickPay is DECLINED or Check/Money Order is RETURNED (regardless of the reason), a rolling 5% DAILY interest late payment fee will be applied to any late payments or outstanding amounts due by Client to LVL.

Master Screen Authorization Agreement (MSAA)

10. LVL reserves the right to update their price and service lists from time to time as market prices change. LVL will notify Client of any price or service change with a five (5) business day advance notice via email, fax or mail. Any services rendered to Client under the previous price will be honored, until the five (5) business day advance notice period has expired.
11. LVL pricing is per applicant. A change in the pricing indicated below will not void or terminate this Agreement.

G. INDEMNIFICATION

1. LVL is not responsible for any outcome and makes no promises or guarantees.
2. LVL will be held harmless by Client from any legal, personal, subcontractor, civil and third party issues, claims or lawsuits as a result directly or indirectly for the services tendered in this Agreement.

H. JURISDICTION AND VENUE

1. Both parties agree to settle any issues first (1st) by mediation.
 - a) Mediation location, date, time and mediator must be agreed upon by both parties.
 - b) Both parties must attend mediation.
 - c) Mediation shall be for the duration of five (5) business days with a minimum of at least four (4) hours per day.
 - d) Mediator will validate that all parties have complied with these requirements to be a successful mediation.
 - e) If the parties are able to resolve their issue then the mediator will prepare the Settlement Agreement for both parties to sign and date.
 - f) If both parties agree, mediation can be extended past the allotted duration.
 - g) If no settlement is reached the parties have the right to pursue additional legal resources after the mediation duration period.
2. Both parties agree that the jurisdiction and venue of any legal issues, jurisdiction and venue shall rest in the County of Clark and State of Nevada.

I. INFORMATION UPDATE

1. Both parties agree to update each others information (to include but not be limited to: business address, phone numbers, fax numbers, email addresses, change in contact information, change in personnel, loss of information, etc.). Update of information by either party does not void or terminate this Agreement.

Master Screen Authorization Agreement (MSAA)

J. VALIDITY AND ENFORCEMENT

1. This Agreement, whether the original or a copy of the original shall be deemed in full effect and enforceable, as long as the copy has not been altered.

K. CHANGES AND REVISIONS

1. This Agreement provisions: i) must be executed in typed format; and ii) can NOT be altered or revised once executed by both parties.

L. CONFIDENTIALITY

1. Both parties agree to keep the terms and conditions of this Agreement confidential and unless otherwise directed by a government agency or Court to divulge such existence of an Agreement.

M. SURVIVAL

1. Should any part of this Agreement be unenforceable then those parts of the Agreement that are enforceable shall remain in effect.

N. TERMINATION

1. Either party may terminate this Agreement with a ten (10) business day advance written notice to the other party. Both parties agree that, prior to receipt of the ten (10) business day advance notice to terminate, any requests made will be honored and charged for and any services rendered will be paid for within ten (10) business days from receipt of invoice by Client's debit/credit card on file (card indicated on the most recent PAYMENT AUTHORIZATION FOR MASTER AGREEMENT CLIENTS, Debit/Credit Card section). Any late payments or outstanding amounts due by Client to LVL are subject to a rolling 5% DAILY interest.

/

/

/

THIS SECTION WAS INSTENTIONALLY LEFT BLANK

/

/

/

Master Screen Authorization Agreement (MSAA)

BY SIGNING BELOW, Client and LVL certify that they have the authority to approve this Agreement and all terms indicated above.

-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----
Client Section -----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----

Signature (Client)

Date Signed

Print / Spell Name (Client)

-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----
LVL Section -----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----<>-----

Signature (LVL Agent)

Date Signed

Print / Spell Name (LVL Agent)

/

/

/

/

/

/

/

THIS SECTION WAS INSTENTIONALLY LEFT BLANK



LAS VEGAS LANDLORD

6480 W Spring Mountain Rd, # 3, Las Vegas, NV 89146
Ph: 702-628-8826 , Fx: 888-609-8561 , Email: LasVegasLandlord@Gmail.com

PAYMENT AUTHORIZATION FOR MASTER AGREEMENT CLIENTS

Payment is **required** on or before the 15th calendar day from invoice date. If Debit/Credit card or QuickPay is DECLINED or Check/Money Order is RETURNED, (regardless of the reason) Client will be charged a rolling 5% DAILY interest late payment fee to any late payments or outstanding amounts due by Client to LVL.

Cash (Hand delivery only, DO NOT mail cash). *No Service Charge.*

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

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** and sign up. *No Service Charge.*

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

If debit/credit card information changes, please fill in a new Payment Authorization and return this form to the LVL Office.

This payment 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).

By providing your card information and signature below Client certifies that he/she has read and agrees to the terms indicated in this payment. Client acknowledges, approves and understands that if payment is NOT physically received by the LVL office on or before the 15th calendar day (including holidays) from invoice date then on the 16th calendar day (regardless of the reason) LVL is authorized by Client to charge Client's debit/credit card for any invoice balance due.

Name on Card: _____ Phone: _____

Card Zip Code: _____ Email: _____

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

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

X _____
Card Holder Authorization Signature Date

Fill in, Print, Sign, Fax or Email to LVL.



SCREEN COVER PAGE

This Page Must Be Included In Every Submittal

LAS VEGAS LANDLORD



Phone: 702-560-0637, Fax: 888-609-8561, Email: LVLScreening@gmail.com

REQUEST FROM: Same As Bill To Info

REQUESTOR'S NAME

STREET ADDRESS

CITY, STATE, ZIP CODE

PHONE NUMBER

EMAIL

BILL TO:

BILL TO COMPANY OR PERSON NAME

STREET ADDRESS

CITY, STATE, ZIP CODE

PHONE NUMBER

EMAIL

Please perform the screening for the property located at:

PROPERTY ADDRESS, CITY, STATE, ZIP CODE

Please Screen the following Person's on the Rental Application

Everyone listed as Applicant (18 years or older)

Only the following Applicants: (1) _____ (2) _____

PUT (X) BY WHICH CATEGORY TO PROCESS REPORT UNDER

CATEGORY-1 [24-Business Hour Process]

- 24 Business Hours from time of submit
- [8 Business Hours/Day]
- Monday - Friday [No Weekend, No Holiday]
- At end of 3 business days, ASSR generated, regardless of outcome.
- [ASSR can be sooner, if complete]

CATEGORY-2 [24-Regular Hour Process]

- 24 Regular Hours from time of submit
- Monday - Friday [No Weekend, No Holiday]
- At end of 24 regular hours, ASSR generated, regardless of outcome.
- [ASSR can be sooner, if complete]

See attached documents for screening.

HOW TO SUBMIT A TENANT / OCCUPANT SCREENING

Las Vegas Landlord – Screening, 4952 S Rainbow Blvd, Ste 211, Las Vegas, NV 89118
PH: 702-560-0637, FX: 888-609-8561, EM: LVLScreening@Gmail.com

(rev.06.28.2019)

Any person who is eighteen (18) years of age or older and will be living in the property MUST be screened.
Example: Father (\$60), Mother (\$60), Daughter 18 years old (\$60), Aunt (\$60), Uncle (\$60), Grandmother (\$60), etc..

Tenant / Occupant Screening can be as quick as one (1) business day (not including the Day of Submittal) or can take up to three (3) business days (not including the Day of Submittal), depending upon the Tenant's / Occupant's Current and Previous Owners/Property managers getting back to Las Vegas Landlord. It is best if you have your Tenants / Occupants give their Owners / Property Mangers notice that a screening will be coming over and to return it as quickly as possible.

Business days are Monday to Friday, No Weekends, No Holidays, Not including the Day of Submittal. All screening reports (ASSR) are ONLY returned to the Client (Owner, PM, Owner's Agent). Please do NOT have any Clients, future Tenants / Occupants or Tenant's Agents call Las Vegas Landlord as they are busy working on your screening as quickly as they can.

- **Screening Fee: \$60 = 1 Person, \$120 = 2 People, \$180 = 3 People, \$240 = 4 People.**
- Screening fees are nonrefundable and nontransferable, regardless of the outcome.
- Las Vegas Landlord - Screening (LVL) accepts Credit/Debit card, Cash, Check, Money Order, Cashier's Check and QuickPay.
- Make all check, money order, cashier's check payments payable to: **Las Vegas Landlord.**

USING LAS VEGAS LANDLORD RENTAL APPLICATION?

1. [PDF] or [ORIGINAL] **Rental Application** filled-in by Applicant (future Tenants / Occupants).
2. [PDF] **COLOR** copy of **Driver's License (DL)** or **ID**
3. [PDF] copy of **Social Security Card** or **IRS 1040** or **W-2** or **1099**.
4. [PDF] copy of **four (4) consecutive check stubs**.
5. Pay Screening Fee: **\$60 = 1 Person, \$120 = 2 People, \$180 = 3 People, \$240 = 4 People.**
6. Drop Off everything in a Sealed Envelope, Fax or Email to Las Vegas Landlord - Screening.

USING GLVAR OR OTHER RENTAL APPLICATION?

1. [PDF] or [ORIGINAL] the **GLVAR** or **OTHER Rental Application** filled-in by Applicant (future Tenants / Occupants).
2. [PDF] **COLOR** copy of **Driver's License (DL)** or **ID**
3. [PDF] copy of **Social Security Card** or **IRS 1040** or **W-2** or **1099**.
4. [PDF] copy of **four (4) consecutive check stubs**.
5. **RASAA** (Rental Application Screen Authorization Agreement) form.
6. **CC-DC Pay Option RA** form if paying by Credit/Debit card. Cash is also accepted. Otherwise, make all check, money order, cashier's check payments payable to: **LAS VEGAS LANDLORD.**
7. Pay Screening Fee: **\$60 = 1 Person, \$120 = 2 People, \$180 = 3 People, \$240 = 4 People.**
8. Drop Off everything in a Sealed Envelope, Fax or Email to Las Vegas Landlord - Screening.