

PANORAMA
TOWERS

LEASING PACKAGE

All sales, transfers and leases of any unit must be in accordance with Article 9, Section 9.2(h) of the Condominium Documents. The unit must be leased in its entirety. ***Sub-leasing is not permitted. Leases may be for a term of no less than six (6) months, and leased a maximum of once (1) per calendar year.*** All Lessees must abide by the Association's Documents, including, but not limited to, the Association's Rules and Regulations.

Forms are available at the Association Office or you may print them from the association's website at www.rmiconnect.com/panoramatowers with a user name and pin number. This package includes the paperwork needed to complete the lease process and additional forms for the lessee that will familiarize them with the Association's facilities and regulations.

The following required items must be submitted to the Association office at least 14 days prior to the intended occupancy date.

1. Move In/Move Out and Delivery Procedures
2. Completed Tenant Information Sheet (DO NOT LEAVE ANYTHING BLANK)
3. Vehicle Registration Form
4. Unit Access Authorization Form
5. Pet Registration Form
6. Parcel Receipt Authorization Form
7. Signed Acknowledgement of Rules and Regulations
8. A photocopy of a government issued identification of each occupant must also be supplied (i.e. driver's license, passport, visa, immigration card).
9. Copy of the proposed lease. The application will not be processed unless we have a copy of the lease.
10. Copy/verification of the tenant's background check which can be obtained by calling **Worldwide Landlord at 702-541-8500** or logging on to www.tenantscreening.com
11. Proof of insurance in the name of the renter for the contents of the Residential Unit being leased.
12. Administrative Processing fee of \$150.00, check payable to Panorama Towers Condominium Unit Owners' Association, Inc.

Once the Association receives all paperwork, we will schedule an orientation interview for the new tenant. Please be sure there is a valid phone number where the applicant can be reached. A move in date can then be scheduled with the Management Office at 702-740-8553.

It is the responsibility of the unit owner to provide all individual unit keys and access devices to the lessee at the time of the lease commencement. Access devices may also be obtained through the Condominium Office at the current established cost and restrictions. Only current residents may have active access devices, therefore any non-transferred devices will be deactivated upon the commencement of a lease.

In accordance with the Associations Governing Documents, once a lease has begun, the Unit Owner forfeits all rights of condominium use associated with the unit that has been leased including, but not limited to, the use of all common areas and amenities, for the duration of the lease. However, unless suspended for other reasons, the unit owner retains all voting privileges associated with membership in the Association.

PANORAMA
TOWERS

CHECKLIST FOR APPLICATION TO LEASE

Required Documentation:

- Move In/Move Out and Delivery Procedures (signed) _____
- Completed Tenant Information Sheet _____
- Vehicle Registration Form _____
- Unit Access Authorization Form _____
- Pet Registration Form _____
- Parcel Receipt Authorization Form _____
- Signed Acknowledgement of Rules & Regulations _____
- Photocopy of each occupant's I.D. _____
- Copy of the proposed lease _____
- Copy/verification of background check _____
- Proof of insurance in the name of the renter for the contents of the Residential unit being leased _____
- Administrative processing fee (\$150.00) _____

Items for Lessor to give to Lessee

- Mailbox Key _____
- Unit Key(s) _____
- Access Device(s) _____

FOR OFFICE USE ONLY

IMPORTANT DATES

Lease Commencement Date _____

Lease Expiration Date _____

Move-In Date _____

Entered into RMI Connect _____



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TOWERS

MOVE IN/MOVE OUT AND DELIVERY POLICY

In order to make moving into and out of Panorama Towers as smooth as possible, without interfering with the day to day activities of all our owners and residents, the Association has adopted the following procedures:

There may be limitations to the size of furnishings and construction material (marble, granite, etc.) transported on the service elevator. Please contact the management office **prior** to delivery for the specific dimensions of the service elevator.

Move-In/Move-Out:

The elevator is reserved for your use, usually in 3 hour blocks of time.

- > Moving and deliveries are allowed between the hours of 8:00am - 5:00pm, Monday through Friday (holidays excluded). Moving and deliveries are not permitted on Saturdays or Sundays.
- > A receiving clerk is retained to expedite the move, as well as monitor its progress and report any damages to common areas that may occur.
- > Immediate notice to the Association is required if there is a delay in the start or completion of the move that will prevent the completion in a timely fashion.

Deliveries:

Deliveries are furniture, appliances or construction materials taken to a unit in two or less trips on an elevator. **All Deliveries from vendors must be scheduled with the Association and performed during normal delivery hours as stated below.**

- > All deliveries require a minimum 24-hour notice and reservation of the elevator. Deliveries can be made only between 8:00 am - 5:00 pm, Monday through Friday (holidays excluded).
- > Immediate notice to the Association is required if there is a delay or problem with the delivery.

***Please Note: Someone must be home to allow contractors, movers and/or delivery personnel access to the unit. The Association will not be responsible to grant key access to the unit.**

Signature

Unit #, Tower#

Date

PANORAMA
TOWERS

4525 South Dean Martin Drive, Las Vegas, Nevada 89103

TENANT INFORMATION SHEET

Name of Applicant: _____ Unit/Tower #: _____

Official Mailing Address (after move in): _____

Home Phone: _____ Office Phone: _____

Fax: _____ E-Mail: _____

Cellular: _____ Other: _____

EMERGENCY CONTACT INFORMATION:

Name: _____ Phone: _____

Relationship to Tenant: _____

Does Emergency Contact have key to Unit? _____

OCCUPANTS IN UNIT:

NAME	Relationship and Phone #
_____	_____
_____	_____
_____	_____

PERSON(S) ON PERMANENT AUTHORIZATION:

NAME	Relationship and Phone #
_____	_____
_____	_____
_____	_____

PERTINENT MEDICAL CONDITIONS: _____

INSURANCE CONTACT INFORMATION:

Name of Company: _____

Contact Person: _____

Phone Number: _____

Fax Number: _____

Applicant Signature: _____

Date: _____

PANORAMA
TOWERS

VEHICLE REGISTRATION FORM

Tenants Name: _____

Unit #: _____

Tower #: _____

Vehicle 1 Make: _____ Model: _____
 Year: _____ Color: _____
 Tag # _____ State: _____
Space Assignment: _____ Garage Access/TAG: _____
DECAL # _____

Vehicle 2 Make: _____ Model: _____
 Year: _____ Color: _____
 Tag # _____ State: _____
Space Assignment: _____ Garage Access/TAG: _____
DECAL # _____

Vehicle 3 Make: _____ Model: _____
 Year: _____ Color: _____
 Tag # _____ State: _____
Space Assignment: _____ Garage Access/TAG: _____
DECAL # _____

Note: Vehicles must be parked in their assigned space(s) only.
All unauthorized vehicles are subject to be towed at the Owner's expense.

PANORAMA TOWERS
UNIT ACCESS AUTHORIZATION
GUESTS and CONTRACTOR

I, _____, hereby authorize the following person(s) to enter Unit No.: _____, effective _____ (date).

This authorization is valid until: _____(date).

(PLEASE PRINT NAME AND/OR COMPANY CLEARLY)

<u>NAME / COMPANY</u>	<u>DESCRIPTION and PHONE #</u> (Friend/Family/Contractor)
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

INSTRUCTIONS:

Owners or authorized tenants, may access the property at will using fobs at designated entry points. The residents must authorize all other visitors to the property. You may authorize entry at any time over the telephone while in residence. **If you wish to authorize access to your unit during an absence from the property, use this form to designate such authorization.** Once the management office has this authorization, access will be given to the above listed parties until further notice. **Residents must make all arrangements for unit accesses with their guests (i.e. provide keys, fobs, etc.)**

Contractors or service personnel are not allowed to use Proxy Keys; residents are responsible to provide them **ONLY** with the **UNIT KEYS**.

The undersigned acknowledges and agrees to fully indemnify, defend and hold harmless the Association and all of its officers, directors, members, employees and agents (including, without limitation, its management and security companies and their officers, directors and employees) for and from any and all misconduct or negligence of the person(s) named above, whether in the Unit, the Common Elements of the Condominium or otherwise (such agreement to include all attorney fees and court costs regardless of whether suit is brought or any appeal is taken there from).

OWNER'S / TENANT SIGNATURE

TELEPHONE #: _____ FAX #: _____

PANORAMA
TOWERS

PET REGISTRATION FORM

Tenant: _____

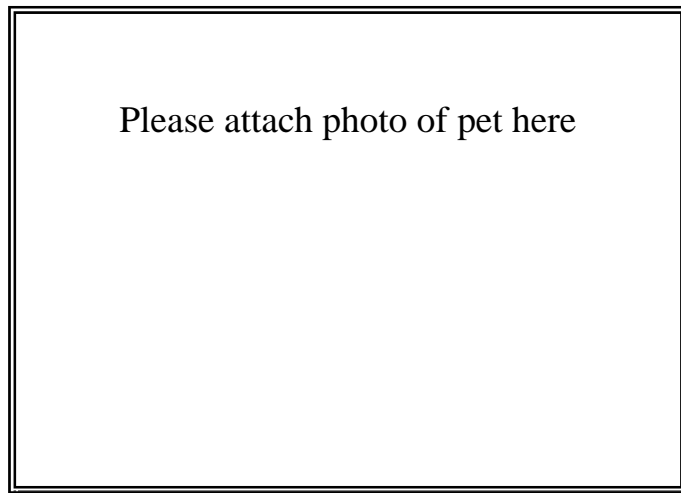
Unit #: _____

Type of Pet (circle one): DOG, CAT, FISH, BIRD, OTHER (household – type)

Pet's Name: _____ Pet's Age: _____

Pet's Weight: _____ Pet's License/Tag Number: _____

Breed (*Be specific – give complete description, color, etc.*): _____



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I am aware of PANORAMA TOWERS CONDOMINIUM UNIT OWNERS' ASSOCIATION, INC.'S Rules, Regulations and Restrictions regarding pets on the property and agree to abide by them.

Tenant's Signature _____ Date: _____

PANORAMA
TOWERS

PARCEL RECEIPT AUTHORIZATION

TO: **PANORAMA TOWERS** CONDOMINIUM UNIT OWNERS'
ASSOCIATION, INC.

FROM: TENANT: _____

UNIT #: _____ TOWER #: _____

THE UNDERSIGNED, the owner(s) of Unit listed above (the "Unit") of **PANORAMA TOWERS CONDOMINIUM UNIT OWNERS' ASSOCIATION, INC.** hereby authorizes the personnel employed by **PANORAMA TOWERS CONDOMINIUM UNIT OWNERS' ASSOCIATION, INC.** (the "Association") to accept, receive and sign for any parcels, deliveries, or mail addressed to the Unit, without imposing any liability thereon for the condition or substance of any such parcels so received.

Understanding that this Authorization is solely for the benefit of the undersigned, we hereby release the Association, its employees and agents, from any liability arising from this Authorization, including, without limitation, liability arising from the misplacement of parcels, and/or the negligence of the Association, its employees or **agents** in such regard.

EXECUTED THIS _____ day of _____, 20____

By: _____

(On behalf of all residents of above unit)

Print Name: _____

NO PARCEL MAY BE LEFT AT RECEIVING DESK OVER 24 HOURS

Registered Resident – 15 day return policy

Unregistered – No Parcels will be accepted

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TOWERS

ACKNOWLEDGEMENT OF RULES AND REGULATIONS

Tenant Name: _____

Unit #: _____ Tower #: _____

This form is to acknowledge that I have received a copy of the Panorama Towers Condominium Unit Owners' Association, Inc. Rules and Regulations.

I hereby agree to abide by all Rules set forth in the Rules and Regulations for the Panorama Towers Condominiums.

Tenant Signature

Date

RULES & REGULATIONS FOR REAL ESTATE AGENTS:

1. Owners MUST register all Listing Agents with the Management Office.
2. The Owner is responsible to provide a unit key to the Listing Agent.
3. Listing Agent MUST accompany ALL clients.
4. No Lock-Box permitted in this property.
5. No Open Houses
6. Showing of Units are reserved for Monday – Sunday 10:00 a.m. – 6:00 p.m.
7. Showings are limited to parties of three at a time. (The Agent and two other people)
8. Absolutely NO KEYS are to be held at or left at the Front Desk.
9. Management will NOT provide any keys to listing or selling agents.