



Request for a Waiver and/or Reduction of Civil Penalties Application



SUBMIT APPLICATION TO:
City of Las Vegas / Neighborhood Services Department
Attn: Stephen Harsin, Director
400 Stewart Avenue - 2nd Floor
Las Vegas, NV 89101-2986
Voice: 702-229-2317 - Fax: 702-229-1033

*Please type and/or print
 Submit only one signed original*

Date of Application: 6/5/09

Location and/or address of subject property:

Nearest major intersection: Jones/Lake Mead

Street Address: 10216 Bellota Dr.

Parcel Number: 138-23-710-026

Applicant's Address/Contact Information:

Name: ALFREDO VELIZ

(please check the following the applies)

☐ Owner ☐ Purchaser ☒ Agent ☐ Other (explain) _____

Street Address/PO Box: 5780 Fine Lane St.

City: Las Vegas

State: NV

Zip Code: 89148

Phone No: (702) 326-9323

E-mail: alfredov@clear.net

Fax No: (702) 992-9130

Property Owner's Address/Contact Information: (if different from applicant):

Name: BANK U.S. NATIONAL ASSN TRS.

Street Address/PO Box: 7495 New Horizon Way

City: Frederick

State: MD

Zip Code: 21703-8388

Phone No: _____

E-mail: _____

Fax No: _____

Communicate with agents Alfredo Veliz: (702) 326-9323 / Cheri Veliz: (702) 354-9323

Amount of City of Las Vegas Lien on the Property: \$ 160,000?

Amount requested to be considered for waiving and/or reduced? \$ 160,000?

Signature of Applicant: [Signature]

Date: 6/4/09

Signature of Owner: _____

Date: _____

For Office Use Only:

Council Ward: _____ **Case/File Number:** _____ **Council Action date of Lien:** _____

Describe why the applicant is requesting a waiver/reduction:
(You may attach additional sheets if needed.)

The liens exceed the value of the property. Also, in order to sell the property, the bank needs to be able to transfer a clean title.

Describe the existing condition/situation of the subject property:
(You may attach additional sheets if needed.)

The property is in a state of disrepair. It has been vandalized since its vacancy. Windows have been broken out. Doors are damaged.

Describe the immediate plans for the property, including any planned improvements: (You may attach additional sheets if needed.)

We have prospective buyers, who wish to purchase and make the necessary repairs and restore it.

PROPERTY ASSIGNMENT / INSTRUCTION LETTER

PLEASE READ ENTIRE LETTER CAREFULLY BEFORE ACCEPTING PROPERTY ASSIGNMENT.

Date: 02/23/2009
Matter ID : 196583
Subject Address: 6216 BELLOTA DR
City: LAS VEGAS
State, Zip: NV, 89108

Agent Name: Veliz, Alfredo
Company: Keller Williams Realty Las Vegas

Premiere Asset Services (PAS), is the servicer of the above referenced property. We would like to request your services as the Listing Agent for this property. Please read this letter carefully and provide your acceptance and understanding of these instructions/terms for this property by completing the "Accept Property Assignment" task in the Agent Portal (<https://portal.pasreo.com>). Once you have provided acceptance of these terms, you will be given tasks to complete in the Agent Portal that correspond to the general instructions in this letter. Instructions for completing the individual tasks in the Agent Portal are communicated from the tasks themselves. For actions outside the Agent Portal, please follow the guidelines listed below unless told otherwise from your Asset Manager. Current PAS representatives assigned to the property are available under Property Details in the Agent Portal. Any questions regarding this letter should be directed to your asset manager. Any technical problems using the Agent Portal should be directed to PASTechSupport@wellsfargo.com.

Communication

Any communication regarding information about this property, its occupants, previous mortgagors, and potential buyers should be conducted through the Secure Messaging feature in the Agent Portal. Secure Messaging allows you to send, record, and receive sensitive information that is not appropriate for transmission through unencrypted email. Sending such information through unencrypted email may be a violation of our corporate policy and may be cause for termination of our agreement and/or legal action. Any questions regarding information security/privacy policies should be directed to PASTechSupport@wellsfargo.com.

REO Instructions

Using the Agent Portal

All work related to marketing and maintenance of this property will be communicated through the use of workflow tasks in the Agent Portal. Other work may be required to be completed outside of the requested information from the portal. In addition to the items below, you will be contacted by a PAS representative when such information is needed or work requested.

Billing

All agent and vendor invoices (except HOA) must be submitted to our Accounts Payable Department via the agent portal by the agent assigned to the property.

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To ensure timely payment, please verify all requirements are met, approvals are received and procedures are followed, prior to the submission of invoices.

PASAP reminders:

- Initial utility bills which include charges prior to the foreclosure sale date, should be coordinated with your PAS property contact prior to payment or submission to Accounts Payable.
- A complete account history reflecting all charges and service dates is required for any bill which contains a previous balance, past due amount, prior balance or a running balance.
- The HOA information task should be completed within 5 days of accepting the property. Forward HOA bills and information to PASAPHOA@wellsfargo.com or via fax to 866-574-3545.

PASAP Contact Information:

PASAPInquiries@wellsfargo.com Accounts payable billing questions
COSSTechSupport@wellsfargo.com Technical support for online bill submissions
PASTechSupport@wellsfargo.com Agent portal technical support
PASAPHOA@wellsfargo.com HOA invoices and information

Yard Maintenance

During the Spring/Summer season, regular yard maintenance will have to be scheduled. If monthly cost exceed \$125.00, please contact PAS for approval.

Offers

All offers must be presented to PAS for review via the Agent Portal. All accepted offers must be prequalified, include proof of funds, and have an earnest deposit. The ORIGINAL contract, counter offer form and all addendums, including proof of funds, prequalification letter, and proof of Buyer's earnest money deposit must be uploaded/forwarded to PAS within five (5) days of offer acceptance date. Any outstanding invoices must be submitted to PAS, fifteen 15 days prior to the scheduled closing date. No expenses will be paid on the date of closing, at the closing table or after closing with the exception of FINAL utilities. It is the agent's responsibility to have the utilities disconnected effective the day of the closing. The final utility invoices must be submitted to PAS within 30 days of closing.

Closing

Premiere Asset Services will designate a closing office. Please coordinate closing with the designated office. You can ask your Asset Manager for the designated closing office at any time. Keep your Asset Manager informed of any delays or problems with the closing.

Agent Information

Please ensure your resume, E & O Insurance, Real Estate License, completed W-9 and a list of zip codes have been provided/updated upon receipt of this letter. If this information is up to date, please disregard. Please do not hesitate to contact us should you have any questions or require additional documentation. We are looking forward to working with you in our mutual goal to successfully market and sell this property.

Agent and Buyer Incentives

PAS Agent, Selling Agent, and buyer incentives may be available for this property depending on the location, owner of

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record, type of dwelling, buyer qualifications, and special promotions. All sales incentives will be communicated in the Listing Agreement at time of listing.

Sincerely,

Premiere Asset Services