

# Tenants' Guide



Elaine Jones - 416.951.1633 - [elainejonesteam@gmail.com](mailto:elainejonesteam@gmail.com)  
Caitlin Caspar - 647.444.5549 - [caitlincaspar@gmail.com](mailto:caitlincaspar@gmail.com)

# Securing and finding a home with a Real Estate Agent involves several steps.

## Here's a comprehensive list of what an ideal tenant should do:

### **ACCESS YOUR NEEDS AND BUDGET**

Determine your requirements for the rental property, including location, size, amenities and budget.

### **RESEARCH REAL ESTATE AGENTS**

Look for reputable real estate agents or agencies you're interested in. You can check online reviews, ask for recommendations from friends or family, or consult with local real estate associations.

### **CONTACT REAL ESTATE AGENTS**

Reach out to potential real estate agents and schedule initial meetings to discuss your rental needs and preferences.

### **PROVIDE NECESSARY INFORMATION**

During the initial meeting, provide the real estate agent with detailed information about your desired rental property, including your budget, preferred location, required amenities and any specific preferences or requirements.

### **REVIEW LISTINGS**

Ask the real estate agent to provide you with listings that match your criteria. Review these listings carefully and provide feedback to the agent about which properties interest you the most.

### **SCHEDULE PROPERTY VIEWINGS**

Once you've identified potential properties, schedule viewings with your real estate agent. Attend these viewings to assess the properties in person and determine if they meet your needs.

## **ASK QUESTIONS**

During property viewings, don't hesitate to ask the real estate agent any questions you may have about the property, the rental terms, the neighborhood, or any other relevant details.

## **SUBMIT RENTAL APPLICATION**

If you find a property that you're interested in renting, work with your real estate agent to submit a rental application to the landlord or property management company. Ensure that you provide all required documentation and information accurately and promptly. Required documents include (Drivers ID, Job Letters, Pay Stubs, Credit Score, Credit Report)

## **NEGOTIATE RENTAL TERMS**

Work with your real estate agent to negotiate the rental terms with the landlord or property manager. This may include discussing the lease duration, rent price, security deposit and any other relevant terms.

## **SIGN LEASE AGREEMENT**

Once the rental terms have been agreed upon, review the lease agreement carefully and sign it. Make sure you understand all the terms and conditions outlined in the lease before signing.

## **PAY REQUIRED FEES**

Pay any required fees, such as the first and last month's rent and security deposit, as specified in the lease agreement. Ensure that you obtain receipts for any payments made.

## **MOVE-IN INSPECTION**

Conduct a move-in inspection of the rental property with your real estate agent or landlord. Document any existing damages or issues and ensure that they are noted in writing.

## **COMPLETE MOVE-IN PROCESS**

Complete any remaining move-in processes, such as obtaining keys, setting up utilities and arranging for renter's insurance.

## **MAINTAIN COMMUNICATION**

Maintain open communication with your real estate agent throughout the rental process and during your tenancy. Report any maintenance issues or concerns promptly and follow any procedures outlined by the landlord or property management company.

## **WHAT OUR TEAM LOOKS FOR**

- Are you working full-time?
- Do you have your credit score?
- Do you have first and last savings for the rent deposit?
- What possession date do you need?
- Do you have any pets?

When making an offer and filling out a rental application, this is what the listing agent/landlord always requires :

- Photo ID (driver's licence)
- Credit score (Equifax)
- Credit summary report
- Employment letter (can be written in the third person, as long as there is contact information for the landlord to confirm)
- Recent pay stubs

**By following these steps and working closely with a trusted real estate agent, you can successfully secure and find a rental home that meets your needs and preferences.**