

Frequently Asked Questions: **RENTAL APPLICATIONS**



AVAILABLE PROPERTIES

What rentals do you have available?

All of our available properties are listed on our website under the “**Available Properties**” tab. You can search for an available property by location, view our featured properties, or view all available properties at once.

We also have a free property listing spreadsheet available in our corporate office. If you’re in the area, stop by and pick one up!

How do I view an available property?

If you’re interested in viewing one of our available properties and would like to set up an appointment, please e-mail or call the Manager of the property that you’re interested in. Each property listing specifies who the Manager of the property is, along with their contact information. If you do not know who the Manager is and cannot find this information, please call our main office at 888.606.0617 and we’d be happy to get you in touch with the appropriate person.

HOW TO APPLY

I saw the property, I liked it, and I’m interested in applying for it. How do I go about doing this?

First, please review our rental criteria so that you’ll have a good idea of whether or not you will qualify for this rental. You can find our rental criteria here: “Available Properties” → “Rental Criteria.” After reviewing this information, if you decide you’d like to apply, a PDF form of our rental application can be downloaded on our website under the following tab(s): “Available Properties” → “Forms” → “Rental Application.” It can also be found on our homepage by clicking the “Apply Here” button.

Who must complete an application?

Every adult above eighteen (18) years of age must fill out an Application to Rent and pay the application fee.

How do I return the application?

You must return the original application, fully completed and signed, with your application fee. You may drop it off at our office, which is located at 5703 Oberlin Drive, Suite 300, San Diego, California 92121. Otherwise, you can call your Manager and they may be able to meet you at the vacant property you are applying for.

IMPORTANT: *Applications received without a signature or without the application fee will NOT be processed.*

How long will it take to process my application?

In reality, this depends on how long it takes to gather the verifying information from previous landlords, supervisors, and other appropriate contacts. On average, assuming we have the cooperation of all parties and no obstacles, the process normally takes between 24 and 48 hours.

APPLICATION & PROCESSING FEES

How much does it cost to apply?

Our application fee is \$25.00 per application processed. The application process includes a credit check, eviction check, rental history verification, income verification, and a criminal background check. Please remember that each individual living in the rental that's over the age of 18 must submit an application and pay the application fee.

If I don't qualify, will you refund my application fee?

Unfortunately, our application fees are non-refundable. Please review our rental criteria (located on our website: "Available Properties" → "Rental Criteria") *prior* to submitting an application. If you can't access this document or need a hard copy, please contact the Manager of the property you are interested in and they'd be happy to assist you.

How do I pay the application screening fee?

Application fees must be paid by personal check, money order, or cashier's check. **WE DO NOT ACCEPT CASH, CREDIT CARDS, OR DEBIT CARDS!**

IMPORTANT: Again, please submit your application fee at the same time as you submit your application. *Applications received without the processing fee will NOT be processed.*

SCREENING & QUALIFICATION CRITERIA

How do I know if I'm "qualified" before I apply?

You can find our rental criteria on our website: "Available Properties" → "Rental Criteria." *Please review this document carefully prior to submitting an application.* If you have any specific questions or circumstances to discuss, please contact the Manager of the property you are interested in.

If I am self-employed, how will you verify my income?

If you are self-employed, we require you to provide your income tax records for the previous 2 years.

What if I have a foreclosure on my credit? Will I still qualify?

This is determined on a case-by-case basis and is at the discretion of your Manager *and* the Owner of the property. However, in general, if the foreclosure is the only negative on your credit history, most Owners will accept the application (assuming you meet our requirements in all other areas).

Large medical bills in the past have brought down my credit. Will I still qualify?

Again, this is determined on a case-by-case basis and is at the discretion of your Manager *and* the Owner of the property. However, in general, if the medical bills are the only negatives on your credit history, most Owners will accept the application (assuming you meet our requirements in all other areas).

I have a bankruptcy on my credit report. Will I qualify to rent?

This is determined on a case-by-case basis and is at the discretion of your Manager *and* the Owner of the property. In general, it depends on the status of the bankruptcy or how long it has been closed.

CHILDREN

I have children. Do your properties allow children?

Absolutely. Griswold Real Estate Management, nor our Owners, discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, familial status, disability, marital status, ancestry, and source of income. Griswold Real Estate Management complies with all federal, state and local Fair Housing Laws. We are proud to be an **Equal Opportunity Housing** provider.



PETS

Does the Owner accept pets?

Some of our Owners accept pets in their units, while others do not. Each property has a specific policy which is reflected on the property's listing on our website. If you cannot find this information or it is not listed on the website listing, please contact the Manager of the property you are interested in.

SMOKING

Do your properties allow smoking?

Again, each property has a specific policy. Please ask your Manager for more details. If you are a current tenant, this is listed in your rental agreement.