

Getting Housed



Contacting Landlords

First Impressions are important. Landlords are interviewing you from first contact until you have moved in.

When you contact a landlord from an ad, make sure to answer all questions they have asked in complete sentences. Give them a picture of who you are and treat the landlord as if they are a new boss at your dream job.

If the owner has not given specific information they want use this script in your response to the ad:

Hello,

my name is [insert name], and I saw your advertisement on [insert where you saw the ad] for a [insert housing type], I was wondering if it is still available and if I would be able to arrange to complete an application and set up a time to view it.

If you need to leave a message use the same script but add:

You can reach me at [insert phone number] thank you and have a good day

TIPS & TRICKS

When calling a landlord have all of the information in front of you

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Spell check if sending an email.

+

If you are on Social Assistance offer Direct payment

Talk slowly if on the phone or leaving a message

+

Dress For Success- How you present yourself shows that you care, and will show the landlord you will take care of the unit

+

Check your social media- What can people see? Would you want your boss to see what you have posted?

Securing a Lease:

What to Look for in a Lease

Many landlords ask tenants to sign a lease. A lease is a document that both the landlord and tenant sign that provides information about both parties and what they agree on happening during the time of the tenant living at the unit.

The Ontario Government has a standard lease that is available online. It's a good idea to review the standard lease before going to sign a lease to see if anything in the lease you are signing looks off or illegal.

It can be found <https://www.ontario.ca/page/guide-ontarios-standard-lease>

The standard lease generally has basic information about the tenant and landlord including:

1. The names of both tenants and landlord
2. The length of the lease
3. Who is included in the lease
4. The location of the unit
5. The price of the unit
6. What is included in the price of the unit
7. The cost of late fees
8. Amenities
9. Maintenance
10. Rules around pets and smoking
11. Where to park and cost of key replacements/who to call if you have an issue with keys
12. The landlords rights to access of the unit/ the tenants rights

Securing a Unit: Intent to Rent

An **Intent to Rent form** is a document used by social services and other programs that assist with rent and last month's rent. It informs the program of cost of rent, location of unit and information about the landlord. It is not a lease, but an agreement that you will be moving into the unit.

Depending on your source of income your Intent to Rent will go to a different agency/program.

For Assistance With Last Month's Rent

Source of Income	Program
Ontario Works	Ontario Works Worker
Ontario Disability Support Program (ODSP)	Ontario Works Housing Stability Fund
Employed, but low-income	HSF—through Ontario Works
CPP/OAS	HSF—through Ontario Works
Child Tax Benefit	HSF—through Ontario Works
Employment Insurance/ CRB/ WSIB	HSF—through Ontario Works

To have your rent sent directly to your landlord contact your **OW or ODSP worker!**

An intent to rent form can be found on **page 95**

Moving in: Inspection and Cleaning

A move-in and move-out inspection is important to protect the new tenant and landlord.

Doing an inspection before you move your items in and after you move your items out lets both landlord and tenant be aware of any damages or issues that need to be fixed. Both you and your landlord should sign off on the inspection.

An inspection list can be found on **page 97—98**

Sometimes there is only a short time between tenants. Sometimes the landlord only has a few hours to clean the unit before a new person moves in. Cleaning your unit before you move in is important for your health and security.

FACTS: Cleaning before you move in

- ⇒ Makes sure you know it's clean— you don't know how the other person lived, so cleaning gives you peace of mind
- ⇒ You can check for damages you might not notice doing a walk-through
- ⇒ You can see if there is evidence of pests (ants, fruit flies, bedbugs, mice etc.) and get treatment before your items are in the unit
- ⇒ Cleaning is easier without boxes and furniture in the unit
- ⇒ Clean your kitchen first so you can move your food in
- ⇒ To save time, do every task, to every room in the house at the same time (Windows, counters, floors)

A Cleaning Checklist is on **Page 97**

Moving in: Moving Companies

EMS Movers Mover

Peterborough, ON

(705) 760-1160

Peterborough County Moving Co.

Moving and storage service

183 Dufferin St

(705) 243-4639

Two Men and a Truck Mover

347 Pido Rd #8

(705) 243-3215

McWilliams Moving & Storage Ltd Mover

712 The Kingsway

(705) 743-4597

GO Moving & Services

Mover

(705) 991-2510

AMJ Campbell - Peterborough Mover

799 O'Brien Dr Unit#5

(705) 292-1123

Seniors Relocation Service Mover

2042 Keene Rd

(705) 768-2042

Lindsay - Peterborough Movers

Moving and storage service

935 Major Bennett Dr

(705) 743-7241

Kawartha Moving and Storage

Self-storage facility

932 Mervin Ave

(705) 745-4553

All Reid's Transportation System

Moving and storage service

1828 Ashburnham Dr

(705) 745-4705

Chappell J W & Son Cartage

Moving and storage service

284 Cottonwood Drive

(705) 742-6960

W. Norris & Son Moving & Contracting Mover

245 Denne Crescent

(705) 748-6901

Norris W & Son Moving Delivery Service

664 Lundys Ln

(705) 748-4901

U-Haul Moving & Storage of Peterborough

Self-storage facility

900 Water St

(705) 201-5329

Hunter Promenade Corporation

Moving and storage service

270 George St N

(705) 749-6425

Health Care Relocations Ltd Mover

670 Harper Rd

1 888-826-8652

This information has been found on the internet. These companies are not companies that HRC promotes, but rather are to be used as a resource for people using this toolkit