

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.

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If you are on Social Assistance offer Direct payment

Talk slowly if on the phone or leaving a message

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

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