

Dean Brunner Rentals

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HOW TO RENT ONE OF OUR APARTMENTS

****Please read in its entirety before applying. If instructions are not followed, you may be overlooked. ****

1. First, get your group together. Make sure everyone is in agreement and committed. Have you visited the property? This is a **MUST!** It is customary in Isla Vista to drive/walk by units, knock on doors to ask permission to view inside. Please always respect the current tenants living at the unit you are wanting to view. Make sure that the roommates you have chosen are people you get along with. Know your budget and discuss with your Guarantor. Each applicant is required to have a guarantor. Once you have paid your deposit and the lease is signed, it is a binding contract. All leases run June to June. **We DO NOT allow subletting.**

2. Each person in your group must complete a rental application through Rentcafe' and have a 3rd party guarantor form signed: **ONE APPLICATION and ONE 3rd Party Guarantor form and photo ID PER PERSON.**

To Apply:

- **Choose a primary applicant "the lead" for your group.**
- visit www.deanbrunner.com.
- Determine which property you are applying for. **Do NOT apply for multiple properties with the same group.** (After the initial application is done, you may email us with other property interests and the priority of your interests.)
- The primary applicant will go through the process first and invite via email the other applicants in your group. It is important to follow this process so your group remains intact. **DO NOT apply individually for any property.**
- Obtain the 3rd Party Guarantor form located under the "Forms" tab on our website. Complete the fillable spaces.
- Go to the "Property Listings" tab at the top of the page.
- Click into the "Available" property you are interested in. Find the "Apply" button and follow all instructions. (Note the monthly installment amount is for the approx 352 day lease, security deposit amount will equal the installment amount.)
- Make sure you have a signed 3rd party Guarantor form and a copy of the Guarantor's current and valid ID prior to starting an application. (Expired IDs will be rejected)
- **Applications/Guarantor forms will not be processed until all members of your group have completed the application process including payment of the application fee. ALL information requested must be completed.**
 - (Note: We WILL process for 1 less than the intended maximum occupancy amount of people, provided it is understood that your group is financially liable for the whole security deposit and all rents regardless of locating a final roommate -ask for details-**this MUST be communicated to management if it is your intention**).

3. We require **SECURITY DEPOSIT at Lease Signing.** Each person may pay their portion or one payment is acceptable too. Once you are approved for a property, you will be able to pay your security deposit in Rentcafe'. Cash or check may be paid in person at our office. Security Deposits are strictly a deposit. They do NOT include any rent payments.

4. All names of all the tenants will appear on ONE lease and must be signed by all lessees. Thus, you will be jointly and severally responsible for the apartment. Lease terms are approximately 352 days and run from June to June. 3rd party guarantors DO NOT sign the LEASE, and therefore are not considered a tenant and/or lessee.

5. Timetable for applications, deposits, etc., are as follows:

- **Applications are processed as quickly as possible.** Many times, the holdup is someone in your group. Make sure everyone knows the steps involved
- The full security deposit, is due at the time you sign the lease. If you really want a place, **make sure everyone has their deposit ready! If you delay you may lose the place you want.** We do not hold apartments!
- Occasionally we request an in-person interview, if this happens, make sure everyone is present!
- **Leases are generally signed or scheduled for signature within 48 hours of approval.**
- Signings will be done by electronic signature through rentcafe'.
- First month's rent is due on or before June 20th (of the current leasing year)
Only one check from the group will be accepted for rent.

6. The quickest and best way to get a response from us is through email: dbr@deanbrunner.com. Make sure to include your phone number in your email in case we need to contact you or need clarification on something.