

# Leasing Guidelines

Selecting a rental property doesn't have to be complicated and time consuming. Here are some tips to help you save time as you're navigating the application and leasing process.

The rental list is updated daily and is the most current source of information for available homes, condos and apartments.

If you find a rental property you are interested in and have any questions about rental rates, amenities, lease terms, etc. please contact our office by telephone or email. In most cases a leasing agent will respond to your inquiry almost immediately.

Phone: (408) 836-3485 | (209) 877-7007

Email: REinfo@firebrandservice.com

Many vacant and available rentals can be viewed by checking out a key from our office. When a key is not available for check-out showings will be done by appointment. Please call in advance to confirm. Checking out a key requires that you bring with you a valid photo ID and a \$25 refundable cash key deposit. Check-out hours and office location are provided below.

Monday thru Friday 9:30 AM – 4:00 PM (Return by 5:00 PM)

1720 Ocala Ave, Ste. B  
San Jose, CA 95122

16943 Road 26 #101  
Madera, CA 93638

Before applying to rent a home, condo or apartment please review the terms included in the Rental Application. A complete and separate application is required from anyone 18 years and older who will reside at the property. All blanks on the application must be filled in. To submit an Online Rental Application, view the property of your choice on the Rental Listings page and click the 'Apply Now' button.

Application processing normally takes 2 - 3 days however can take longer depending on our ability to verify necessary information with third parties. If your application is denied you will receive a denial letter via postal mail within 5 - 7 business days.

If your application is approved for a vacant and available property you can pay move-in costs, sign a rental or lease agreement and complete a move-in inspection within 2-3 days. If you wish to hold a property for up to 10 days prior to moving in, you can sign a Consideration Fee Agreement and pay a non-refundable holding fee equal to 50% of the first month's rent.

Upon signing a rental or lease agreement the remaining balance due must be paid. Move-in costs include a full month's rent and any security or pet deposits and must be paid in the form of cashier's check or money order before a rental or lease agreement is executed.