

Total Property Management Application Process

This sheet is designed to guide you through our application process.

After you select a property that you like, please call us at 408-355-1519 to double check that the property is still available and schedule viewing of the interior. You are always welcome to drive by the location first to make sure you like it.

Once you saw it and would like to apply, please call us at 408-355-1519 and we will ask you to come to our office to complete the application process.

At the time of the appointment, you will need to bring in completed Application, Copy of your ID (we can make a copy for you), and Checks (for security deposit and for application fee).

Application

Before you come by, please print the Application from our website (clickable right above this Application Instruction link.) Our application has two pages and every adult has to fill out, date and sign one.

ID

Together with the completed application, we will also need a copy of your ID. We can make a copy for you here in our office.

Checks

At the time of applying, you also need to bring in two checks:

Security Deposit check has to be in the form of MONEY ORDER or CASHIER'S CHECK, payable to Total Property Management. Please verify with us the current security deposit amount of your selected property. This will hold the property for you through out the application process.

Application Fee check can be a personal check, payable to Ted LaScola.
Application fee is \$35/ adult.

Our Location:

449 N. Santa Cruz Ave, Los Gatos, CA 95030 and we are located in the Coldwell Banker building.

We will be happy to answer any questions at 408-355-1519.

Thank You for your interest in our properties.

Total Property Management Team
Ted LaScola, Andrea Vernerova, Doug Rea, Linda McChesney