

Prior to accepting an application from a Happipad renter and signing a contract, it is recommended that you meet with the renter. This is an important part as it allows you to review expectations, house rules, and to better understand if the renter is compatible with your home.

The interview can be done in a few ways:

## 1. In-person

Meeting face to face is the best way to learn about a person. You can schedule a time to meet your prospective renter at your home, or at a central location such as a coffee shop.

## 2. Video Call

As an alternative to in-person interviews, a video call provides a simple way to connect with your renter. Video calls are a great option if your renter is currently living in another city or country. There are several options available that are free to use, such as:

- ZOOM – Secure video calling app for PC, iOS, or Android. *More information:* <https://zoom.us>
- Facetime – default app for iPhone and iPad (only for Apple devices)
- Skype – Video calling app for iOS, Android, PC

*More information:* <https://www.skype.com>

## 3. Phone Call

A traditional phone call is the simplest option for an interview. If your renter is in a different country, you can use a video calling app to make a free voice-only call.

### Steps to interview a prospective renter:

1. Review renter profile and application, accessible from your Happipad dashboard
2. Message the renter to arrange a day/time and method/location of the interview
3. Interview renter. You may use the following questions as a guide. Make sure to take notes and discuss potential areas of conflict.
4. Review your house rules and expectations

**Note:** Renters can apply to up to three properties at a time. Applications may be removed automatically from your account if the renter secures a placement with another host. To avoid losing applications, do not delay contacting renters.

To help you determine whether your prospective renter is a good fit for your home and your lifestyle, Happipad has developed the following list of questions you may find helpful:

# Happipad Host/Renter Interview Guide



<p>1. Please tell me about yourself, your personality and lifestyle, any prior shared living renter experience/lessons learned, and what you're looking forward to in sharing a home.</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	<ul style="list-style-type: none"><li>• Tell your prospective renter about yourself, previous experience as a host, and what you're looking forward to in sharing your home.</li><li>• Explain what is/is not okay with you regarding smoking, drinking and/or using substances in or around your home.</li></ul>
<p>2. What would you expect your regular daily activities to be during your stay: academic schedule; paid or volunteer work; other activities; morning/night routines; in or out of the home most of each day?</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	<ul style="list-style-type: none"><li>• Review your household's regular daily activities.</li><li>• Discuss the renter's need for space in the fridge, freezer and cabinets.</li></ul> <p>a) Use of kitchen e.g. when do you cook, for how long, does your cooking often involve strong smells (garlic, fish, spices)?</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

<p>b) Use of bathroom e.g. length of shower/bath in the morning?</p> <hr/> <hr/> <hr/> <hr/>	<ul style="list-style-type: none"><li>• Describe whether the renter's bathroom is shared and your household's use of the kitchen, bathroom and laundry, on weekdays and on weekends.</li></ul>
<p>c) Use of laundry e.g. how often do you hand wash or hang to dry laundry?</p> <hr/> <hr/> <hr/> <hr/>	<ul style="list-style-type: none"><li>• Explain the quiet hours for your household.</li></ul>
<p>d) How do you suggest we work together to share the kitchen, bathroom, laundry and common areas?</p> <hr/> <hr/> <hr/>	

3. Clean and tidy mean different things to different people. Please describe for me your standard of household cleanliness and tidying, providing specific examples.

a) Kitchen

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b) Bathroom

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- Give specific examples of your own standard of cleanliness and tidying, and discuss any discrepancies noted between your and the prospective renter's standards.
- Explain what you will expect of the renter in regard to:
  - clearing their dishes from the table and/or countertops and for cleaning their dishes;

<p>c) Laundry facilities</p> <hr/> <hr/> <hr/>	<ul style="list-style-type: none"> <li>○ clearing the countertop and cleaning the bathroom;</li> <li>○ clearing their laundry from the machines, and cleaning the laundry area;</li> <li>○ Maintaining the cleanliness and tidiness of common areas; their</li> <li>○ responsibilities for thorough <b>cleaning during and at the end of their stay</b> and explain any cleaning fee you may charge.</li> </ul> <p><i>in mind that much is may be unfamiliar international renter.</i></p>
<p>d) Common areas</p> <hr/> <hr/> <hr/>	
<p>e) Thorough cleaning during and at the end of your stay</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	

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4. Every shared household encounters problems from time to time. What can we do at the start to reduce or prevent problems later? How do you suggest we handle our conflicts when they do arise?

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- Review your preferred ways of resolving conflict. How will you communicate?

Scenario 1: I need to use the kitchen but you want to do meal prep for the following week. How would you handle this?

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Scenario 2: I am upset with you because you have not cleaned up after yourself, but you thought you had done that cleaning.

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Scenario 3: I am finding that you are having too many renter visits, but you are a very social person. How should we address this?

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<p>5. How would you prefer to be advised if there is a problem e.g. discuss in person, text, leave a note?</p> <hr/>	<ul style="list-style-type: none"> <li>• Explain your preference for handling problems.</li> </ul>
<p>6. Are there any special considerations you would like me to be aware of? Examples:</p> <ul style="list-style-type: none"> <li>○ Allergies or other relevant health concerns</li> <li>○ Cultural and/or faith practices</li> <li>○ Parent would like to visit over the holidays</li> <li>○ Need storage for winter tires and paddleboard</li> </ul> <hr/> <hr/> <hr/>	<ul style="list-style-type: none"> <li>• Describe any special considerations of your own.</li> </ul> <p>Examples:</p> <ul style="list-style-type: none"> <li>○ Allergies or other relevant health concerns</li> <li>○ Cultural and/or faith practices</li> <li>○ Grandchildren and/or other family members may visit over the holidays</li> </ul>
<p>7. Explain what is supplied in the home for the renter's use and what the renter will need to bring or arrange for themselves</p> <hr/> <hr/> <hr/>	<p>Examples: bed, bedside table, desk, bed linens, towels, internet access and speed, cable TV, parking, etc.</p>
<p>8. Review distance to amenities</p> <hr/> <hr/> <hr/>	<p>Examples: grocery store, bus stop, fitness centre, restaurants, gas station, shopping mall, etc.</p>

Other questions:

[illegible]