



# MOVE-IN details

Move-in is just around the corner and we are so excited to welcome you to YOUR NEW HOME! Please carefully read through this information to help your move-in go as smoothly as possible.



## Move-In Day, Hooray!

Friday, August 14 , 2020  
9AM - 5PM

There will be directional signage, as well as staff members available to assist you in locating your designated check-in area.

This year due to COVID, our move in process will be different compared to past years. A one way line will be formed and you will stay in your vehicle to receive keys to move in. We will be sending out a map showing the traffic route. Please come at your designated time to avoid congestion and help us have a smooth move in process. We will not be doing any early move in's. Please be patient as we all deal with the new changes that have taken place.

**BELOW IS A LIST OF TIME SLOTS BASED ON YOUR BLDG**

**Bldgs 1,2,3 9am - 11am**  
**Bldgs 4-5 11am - 1pm**  
**Bldgs 6,7,8 1pm - 3pm**  
**Bldgs 9-10 3pm - 5pm**

**If you are unable to come on Move in Day 8/14 you must make arrangements with staff to move in on Saturday August 15 or after.**

## Move-In Checklist

**ALL** of the following items must be completed before you move in. If any of these items are incomplete, you **will not** be able to receive your keys until it is resolved.

### Lease Approved

- Lease Signed
- Applicable Addenda Signed
- Guarantor Approved/ LEAP

### \$0 Balance

- Admin Fee Paid
- August Rent Installment Paid  
(Due 8/1/2020)

### Renter's Insurance

See page 2 for renter's insurance details.

- Declarations Page Uploaded  
to Resident Portal

### International Students (if applicable)

- ID Forms submitted
- International Deposit Paid or Enrolled  
in LEAP

## Vehicle Information

Please make sure to have vehicle information ready:

- Make, model, color
- License plate #

\*We do offer covered reserved parking for an additional \$25 per month, please let our staff know if you are interested in this prior to move in so we can secure your spot.

## Rent Installments

Your first rent installment will be for August and is due on or before August 1, 2020.

Your lease payments are divided into 12 equal installments. Every month rent is due on the 1st of the month. We do offer (3) days of grace period in case you forget to get it in on the 1st, but as of the 4th of the month, rent will be considered late and a late fee will be charged. Unpaid late rent accrues additional fees daily until it is paid in full, so make sure to remember: DUE on the 1st, LATE on the 4th.

Rent payments can be submitted by check, money order, or online through your Resident Portal account.

Through your resident portal you have access to **ResidentInsure**, which is a third-party insurance provider that specializes in renter's insurance.

- They offer plans that meet our criteria
- Their service is linked directly to your portal and they'll upload your policy for you
- Once enrolled, the plan will remain active until the end of your lease

From getting a quote to enrolling in the plan of your choice, **the whole process is 100% online.**

## Renter's Insurance

We highly recommend that you have your renter's insurance squared away before move-in since it will need to be in effect for the duration of your lease. But don't worry we're here to guide you through the process!

### STEP 1: MAKE SURE YOUR INSURANCE MEETS THIS CRITERIA:

- Lists your name
- Minimum \$100,000 liability coverage
- Minimum \$10,000 personal content coverage
- Coverage for your specific address at Angelo Place (unit + bed space)
- Coverage dates that coincide with your lease term dates
- Angelo Place listed as an additional interested party.

**STEP 2: UPLOAD YOUR POLICY TO YOUR PORTAL.** Once you have acquired a policy that meets the criteria, you'll need to upload a digital copy to your resident portal. Click [here](#) for step-by-step instructions. The document you upload will need to include all of the items in the list above. Typically, a declarations page contains all of the information, but you may need additional documentation.

**STEP 3: KEEP YOUR POLICY ACTIVE.** For the duration of your lease, you'll need to have your renter's insurance policy active. If at any time during your lease your policy "defaults," it will result in automatic enrollment in a liability only policy. You will be responsible for a monthly fee if enrolled in this policy. This is not recommended as an alternative to renter's insurance as it provides the bare minimum and does not extend coverage to your personal property. Once enrolled, you will remain in this program for the remainder of your lease term.

**SKIP THE STEPS**

## Pets

If you are planning on bringing a pet, please keep in mind the following requirements must be met prior to your feline friend moving in:

- Completed Animal Addendum approved by management on file
- Current vaccination records and picture on file for animal.
- Non-refundable pet fee of \$250 PAID
- Refundable pet deposit of \$200 PAID (1 deposit + 1 pet fee per bedroom is required.)
- \$25 pet rent per month

Please register your pet prior to move-in.

## Things to Make It Home

Whether you bring them with you or buy them after you get a feel for the place, here are a few things to help make your place a home.

- Bedroom
  - Linens (full-size if unit is furnished)
  - Curtains for Décor (window blinds provided)  
*Due to variance in floor plans, window dimensions are not available prior to move-in.*
- Bathroom
  - Shower curtain
  - Towels
  - Toilet paper
  - Toiletries (shampoo, soap, etc.)
- Kitchen
  - Utensils
  - Small appliances (coffee maker, toaster, etc.)
  - Dishes, bowls and glassware
  - Pots and pans
- Electronics
  - Gaming console  
(or hang out in the community game room)
  - Computer (we have a great study lounge too!)
  - Don't worry about bringing a printer, we offer FREE printing in our computer lab!
- Cleaning
  - Vacuum and broom
  - Laundry detergent
  - Window cleaner & furniture polish
  - Oh, the list goes on and on...

Remember to check with your roommate(s) to determine what items they are planning on bringing to avoid duplication in the common areas of your home.

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 **And that's it.  
See you at move-in!**