

Move-In Information

Okay, you've found a great place, you've found the right people to live with, and you've put down your deposit...now what?

To DO's:

- Take pictures of the apartment (video is even better) before you move in to document damage in the apartment upon arrival.
- Complete a thorough written inventory of the apartment's condition and have the landlord or an impartial witness sign the inventory as well.
- If any damage to the apartment needs to be fixed before you move-in, get the work that will be done and the completion date in writing from your landlord.
- Plan ahead! Talk with your roommates about who will bring what. And make sure the furniture you plan to bring fits up the stairs, through doors, etc.
- Think it through. Who will help you? Are you hiring a moving company? Are you recruiting friends and family to help with the move? Where are you getting your boxes from?
- Decide upon a move-in time with your roommates. It's easier if you all move-in together when making decisions about storage and furniture placement.
- Don't leave your car open or your apartment unlocked during move-in. This is high theft time.
- Take your time and stay hydrated, especially during the summer months.
- Be careful! Don't scratch your walls. Damage done to the apartment will cost you money.
- Bring cleaning products to clean furniture, bathrooms, floors, etc. before putting your stuff away.
- Ask your apartment manager or leasing company where to dispose of trash and boxes. (Recycled boxes from grocery stores can have bugs. Make sure you dispose of them right away).
- Return your rental truck on time to avoid paying for an additional day.
- Park legally to avoid tickets or towing as you unload your car/truck!
- Meet your neighbors. Give them your name and contact information in case they ever have a problem.
- Explore the neighborhood.
- Have fun building community off campus!

Items to Budget for when Moving:

- First month's rent
- Security deposit
- Pet deposit
- Painting/redecorating deposit
- Last month's rent
- Application fee
- Utilities deposit
- Furniture/decorations
- Movers
- Rental truck
- Gas
- Boxes/packing supplies
- Storage
- Shipping charges

Apartment Condition Form												
	Move-In						Move-Out					
	Good	Fair	Poor	N/A	#	Comments	Good	Fair	Poor	N/A	#	Comments
Bedroom												
Door												
Walls												
Floor/Carpet												
Ceiling												
Ceiling Light												
Mattress/Frame												
Dresser												
Lamps												
Desk/Chairs												
Bathroom												
Walls												
Floor/Tile												
Ceiling												
Ceiling Light												
Sink/Faucet												
Toilet												
Drains												
Shower head												
Tub/Shower												
Towel Rack												
Medicine Cabinet												
Living Room												
Walls												
Floor/Carpet												
Ceiling												
Ceiling Light												
Couch/Chairs												
Tables/Lamps												
Dining Room												
Walls												
Floor/Carpet												
Ceiling												
Table/Chairs												
Kitchen												

Walls													
Floor/Tile													
Ceiling													
Ceiling Light													
Counter													
Cabinets													
Stove/Oven													
Microwave													
Refrigerator													
Dishwasher													
Garbage Disposal													
Other													
Drapes													
Blinds													
Windows/Locks													
Doors/Locks													
Window/Screens													
Screened Door													
Exterior Entrance													
A/C or Heater													
Water Heater													
Smoke Detector													
Alarm System													
Garbage Bin													
Garage Door													
Porch													
Deck													
House Exterior													
Keys													

Resident Signature

Date

Resident Signature

Date

Resident Signature

Date

Manager/Landlord Signature

Date

Additional Documentation Attached (photos, video, repair bills/notification)