

MOVING IN

Moving into a new apartment carries with it obligations and commitments that go beyond the specific conditions listed in the lease or rental agreement. It's important to remember that by moving in you are implicitly accepting the apartment as it is. That's why you must inspect the actual unit into which you'll be moving before you sign the lease or rental agreement. Below we've listed some of the move-in issues you'll need to consider.

- ✓ If the unit you wish to rent is furnished, find out from the owner or manager whether the furniture you're looking at will be the same furniture that you'll find there when you move in. Make sure the furniture is covered in the contract.
- ✓ Make sure that the unit you're looking at is the actual unit you're renting and not a model unit.
- ✓ Check the doors and windows for security. If security appears questionable, get a written commitment from the owner or manager that specifies a date, before the beginning of your tenancy, by which repairs will have been made and the problem fixed.
- ✓ An Inventory and Condition Report should be filled out within the first three to five days of your tenancy. How much of your Security Deposit the owner or manager returns to you will be determined not only by the cost of cleaning the apartment but also by the cost of fixing any damage for which you can be held accountable. It's best to complete the Inventory and Condition Report, with the owner or manager present, no later than three to five days after the first person moves into the unit.
- ✓ Make sure that both you and the owner or manager sign a copy of the completed Inventory and Condition Report. Keep one copy for your records, and give another copy to the owner or manager.
- ✓ Keep all paperwork pertaining to your tenancy in one place, along with your copy of the Off-Campus Housing Survival Guide. Relevant paperwork includes your copy of the contract, your copy of your Roommate Agreement, copies of requests for maintenance, and your copy of the Inventory and Condition Report.
- ✓ No matter what the condition of your apartment when you move into it, you are responsible for leaving it in perfect condition when you move out---except for any damage noted in your Inventory and Condition Report.

SHARING THE LOAD

Be sure to share responsibility for the utilities with your roommates. One way of ensuring an equitable division of this responsibility is for each member of the household to sign for at least one utility. Arrangements for turning on your utilities should be made at least one week before anyone actually moves in. Be sure to give particular attention to the bills for water and phone and the potential costs to the household of excessive use.