

UNIVERSITY RENTALS MOVE IN INFORMATION SHEET

Dear Tenants,

We thank you for renting from us for the upcoming school year. Below are some helpful tips upon moving into your new home.

- 1.) 2-3 weeks prior to move in, make arrangements for your move in date. The keys may be mailed to you locally or may be in the rental unit at the time of move in.
- 2.) We encourage tenants to contact utility companies 2-3 weeks prior to move in to help avoid any delays with service.

American Electric Power 800-277-2177
Athens City (Water & Trash) 740-592-3347
Columbia Gas 800-344-4077
Time Warner Cable 800-617-4311
Verizon North 800-483-4000

- 3.) Make detailed checklist of any damage or repairs that need done.
- 4.) Contact Office 594-9098, for an initial walk through of premises.

Rental Payments Due Dates:

June 1 _____	Paid Check# _____
September 1 _____	Paid Check# _____
December 1 _____	Paid Check # _____
March 1 _____	Paid Check # _____

University Rentals P. O. Box 5671 Athens, Oh. 45701 (740) 594-9098