

Move-In *Requirements*

Dear Resident,

Congratulations on the approval of your application! We are thrilled to welcome you to your new home and are committed to ensuring a smooth and seamless move-in process.

In order to facilitate a hassle-free transition, we kindly request that you complete the following tasks before your scheduled move-in date:

WHEN YOUR “APPLICATION” HAS BEEN APPROVED

- ☐ Confirm move-in date and time (reserve elevators if needed) with Avenue Living Representative.
- ☐ Book a moving company.
- ☐ Call to get utilities set up (electricity and gas) at least one week prior to your move-in date.
- ☐ Call to get your cable/internet/phone/etc. set up at least a week prior to your move-in date.
- ☐ One week prior to move-in contact your tenant insurance company and provide change of address. If you do not have insurance, you must purchase a policy prior to move-in.
- ☐ Arrange with Canada Post to change your address and forward your mail.

PRIOR TO MOVE-IN

Below is a list of documents and items that you will have to provide to the Avenue Living Representative prior to moving day before the suite is released to you.

- ☐ First month's rent and Security Deposit (pre-authorized payment, Rent Cafe online payment, or Interac at the leasing office).
- ☐ Verification of utility set-up.
- ☐ Verification of Tenant Insurance.
- ☐ Contact information (home/cell phone number).
- ☐ Vehicle information (make/model/licence plate number).

Remember that all leaseholders must sign the Lease/Tenancy Agreement prior to taking possession of the suite.

IT'S MOVING DAY

- ☐ Attend move in person
- ☐ Review condition of unit
- ☐ Sign Accommodation Inspection Report
- ☐ Collect keys
- ☐ Download Rent Cafe and set up account

If you have any questions or need further assistance, please feel free to contact us at 1.855.247.1492.

Once again, congratulations on your new home! We look forward to welcoming you to the community.

Warm regards,

AVENUE LIVING

Apartment Rentals in Western Canada

