

The Move-In Checklist

Think of how great it's going to feel when everything is checked off of your move-in prep list! Not to mention once you have everything completed, you are officially eligible for a breezy **Fast Pass*** check-in on move-in day.

Please keep in mind that 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 Completed

- Lease 100% Signed & Initialed
- Applicable Addenda Signed & Initialed
- Guarantor Approved

Online Resident Portal Created

[Click here to view a step-by-step guide.](#)

\$0 Balance

- Admin Fee Paid (if applicable)
- 1st Rent Installment Paid (Due 8/1/2015)

Renter's Insurance on File

- Insurance Acquired
- Proof of Insurance on File with Management

Not sure how to submit your insurance to your online resident portal?

[Click here to view a step-by-step guide.](#)

Simple Bills Registration Completed

***** For Fast Pass Check-in eligibility, ALL checklist items must be completed no later than Friday, August 7, 2015.**

