

# FAQ's Move IN

*Please contact the office or refer to the lease for more in-depth policies and procedures regarding move out*

## **Move-In Date & Time:**

Your lease has the move in date and time. Please contact us if you need this information.

This is a very strict and tight schedule. If you are not able to make this time contact our office immediately to reschedule for a later date and time. At move in, only ONE person will need to be present. This person will receive all keys for the property and will perform the move in inspection with an Omega Properties representative.

## **First Rent Payment:**

Your first rent payment is due September 1<sup>st</sup>. You are able to pay via the online portal, money order or check. You may NOT pay with cash. Please contact our office if you have not received the online portal link PRIOR to September 1<sup>st</sup>.

## **Early Move In:**

You are NOT able to move in early. Do NOT ask. You will need to schedule storage for your property If the property becomes available earlier than your lease start date WE will contact YOU. Early move in fees will apply.

## **Keys & Parking Passes:**

At move in, one person will be given a set amount of keys/passes. Each unreturned (end of lease term) key/pass is \$50. Each additional key throughout the year is \$10 cash.

## **Parking:**

If you have a parking spot through Omega you will be given a pass. You are responsible for picking this up and knowing your vehicle information. Please make sure to arrange parking through the city PRIOR to your arrival, this will help with a smooth transition.

## **Trash:**

You are responsible for trash. Stickers may be purchased at the local grocery store for \$2 each. A max weight of 35lbs for each sticker, per trash bin. City trash is picked up on Monday morning. You may not have trash at the curb more than 24 hours prior to pick up and trash needs to be removed from the curb no later than 24 hours after pickup. City fines will apply if there is trash in the yards, not contained properly or not removed in a timely manner. At no time should furniture items be on the curb.

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## Utilities:

**Prior** to your move in you will need to contact all applicable utility companies to schedule a transfer date. You **MUST** have all appropriate utilities transferred into somebody's name within the property, before anyone is able to move in. The primary companies you will be using are Duke Electric, Vectren Gas (houses), Bloomington Water Co. (houses), and Comcast. Please refer to our LINKS page for contact information.

## Packages:

You may NOT have packages sent to the office or to the property prior to your lease start date. If they are received they will be sent back. Omega Properties is not responsible for any lost or damaged items. Once moved in we will be more than happy to receive packages that are too large to fit in the mailbox. We will notify you each time there is a package delivered to the office. Please do not send items to the office that could fit in your mailbox.