

Rose-Lo Properties LLC

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Move In Procedure (Rev 10/30/15)



MOVE IN PROCEDURE:

1. Schedule a move in date and time with the property manager
2. Review lease and confirm all move in rent is paid prior to move in date
3. Schedule utilities to be turned on effective the date of move in
4. Utilities must be in the name of someone on the lease signed
 - a. Vectren (gas)
 - b. Duke Energy (electric)
 - c. City of Bloomington Utilities (water)
 - d. Comcast or internet company of choice (internet/TV)