



## MOVE-OUT POLICY

A move-out inspection will be performed on all units once the vacating resident has finished moving out. The purpose of this inspection is to assess the condition of the apartment and determine any associated fees. The unit must be left in the same condition as it was when the resident moved in. Length of residency and any conditions or damages noted in writing in the resident's move-in inspection form will be taken into consideration. All fees associated with damages or related conditions will be deducted from the resident's security deposit.

### MOVING OUT

The following rules and procedures apply to all residents moving out of their unit. Please remember that a written notice (amount of days stated in lease) is required to vacate an apartment.

1. Residents are allowed to move only between the hours of 8:00 a.m. and 10:00 p.m. All other hours are considered quiet hours according to our policy.
2. Any damage to the hallways will result in additional charges to the resident. Make any necessary adjustments to avoid scratching, banging, denting, or damaging the hallways entirely.
3. No moving vehicles are allowed on the grass or sidewalks.
4. Extra charges will incur for large items left by the dumpsters which require extra pick-up by the garbage company.
5. PODS are only allowed in one (1) parking spot for a maximum of 48 hours. Only one (1) POD is allowed at a single time.
6. Building doors may not be propped open during move-out unless the door is being supervised.
7. Your apartment is not considered vacant until Management receives keys to the unit. Until keys are turned in, additional days of prorated rent will be added to your move-out fees. Additional prorated rent will be calculated from the date the lease ends or from the previously indicated intent to vacate date. Keys may be left on your kitchen counter or dropped in the leasing office or the rent drop box.
8. You will be charged rent through your notice to vacate/lease-end date regardless of when your keys are turned in.

### SECURITY DEPOSIT DEDUCTIONS AND DAMAGE CHARGES

Any charges to restore or repair the apartment to its original move-in condition will be calculated according to labor hours and cost of materials. Any past-due balances on your account such as late fees, lock-out fees, NSF fees, rental payment shortages, etc. will be deducted from your security deposit.

See current Move-out Requirements list for details.

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