

Nicastro Properties, LLC

IMPORTANT:DO NOT DISCARD! **Move-In Information**

Welcome New Residents!

Purpose of this move-in packet:

To help ease the move-in chaos and answer some of the most commonly asked questions that our new residents may have. **Please carefully read all information and follow all instructions.** It is also a good idea to keep this packet in a safe place so you can refer to it throughout the year. More information can be found on our website at www.nicastroproperties.com. We do most of our business via the internet, so your questions will usually be answered quickest via email. We can be reached at info@nicastroproperties.com. *Renting a home is a serious business and it brings you serious responsibility. We ask that you (and your guests) treat our home with respect (which means NO DAMAGES) and that you learn about your responsibilities (furnace filters, leaving heat ON over break, etc) while residing in your new home.*

Requirements:

- Please inspect your home at the time of your move-in and complete the home inspection sheet (included) accordingly. The move-in inspection sheet is **only** to note the condition of your home. All requests for maintenance should be submitted through the maintenance process.
- Early move-ins may hinder our ability to upgrade and improve your home. If you would like to compile a *wish list* we will make every effort to get to your requests as soon as possible. As this is our busiest time of year, we ask that you work with us on any non-emergency requests. Emergencies can be read about in the Management Information section of our website.
- Read and abide by the rules and regulations set by Nicastro Properties, LLC (included). *You will be held accountable for any and all violations of these regulations! Also, please note we will NOT tolerate any damages to our property! The first time we find something that we consider damage we will notify you and all co-signers. Holes in walls, broken lights, etc are UNACCEPTABLE!*
- Call and change utilities over to your name and billing information ASAP. The phone numbers of the area utility companies are included on our website. This is very important as utilities are shut off shortly after the departure of last years residents.
- If your rental unit has OFF STREET PARKING you will want to purchase your PARKING PASS! Towing begins shortly after move-in so please be sure to inform your guests and anyone without a pass that they CANNOT PARK in your lot!
- You are required to carry **renters insurance**. This is to protect your personal property in the event of loss or damage. Please be sure to talk with your parents and insurance agent to make sure you are properly insured. In some cases, you may still be covered under your parents homeowners policy.

Once again, welcome to all our new residents and thank you for choosing Nicastro Properties, LLC for your housing needs. We strongly encourage all of our residents to read through the enclosed information and to refer to our website often at www.nicastroproperties.com. We look forward to servicing your rental needs and we wish you all the best throughout the upcoming year!