

Move In Instructions

- Contact National Grid Gas and Electric at least one week prior to moving in to TRANSFER service into your name. Please have your apartment address ready.
 - Students please TRANSFER utilities by June 1st even if you do not plan to be in your apartment during the summer months.
 - No satellite dishes allowed.

- Arrange a time to pick up apartment keys Monday-Friday, 8:00am-4:00pm.
 - Students please forward our contact information to sub letters.
 - Please test your keys and become familiar with entering and exiting the building.

- Send all current vehicle information (license plate no., color, make, model, etc.).

- Do not store any items in the boiler room of the basement and clearly label any personal items kept in the basement with your name, apartment address and telephone number.

- Reminder: Rent payments are due the first of month. Please remit payment to the company and address listed on the front page of your lease. There will be a fee associated with late or cancelled checks.