

YOU HAVE BEEN APPROVED!

PLEASE NOTE: The lease must be signed within 48 hours of receipt, and this form must be submitted PRIOR TO MOVE IN to obtain keys.

Name _____ Address _____

Here is your utility check list. Please provide all applicable account numbers. **You must have ALL utilities transferred into your name at or before move-in. The cost of any utility bills not transferred as well as an initial fee of \$25.00 plus \$10.00 for each additional day thereafter will be charged to you until accounts are transferred.** If you have any question about utility providers let us know.

It is to your benefit to always fill out your move-in inspection form. This is to be submitted within the time frame specified in section 15.B. of your lease, and will not be accepted thereafter. Should this not be submitted to Stone Oak Management, you will then accept the rental property and its condition as is per section 15.B. of your lease. A hard copy of the inventory form will be left in the unit prior to your move in date.

The Move-In Inspection and Orientation are due no more than 7 days after your move in date. Please make sure to coordinate with the office to get that done if applicable per your lease.

The Move-In Inspection/Orientation and inventory forms are NOT a request for repairs.

If the property in which you are renting requires a mail box key, this may not always be provided. In this case you will need to contact the local USPS in that area to obtain a mailbox key and any fees associated with that will be your responsibility.

PLEASE PRINT CLEARLY (Fill out all applicable lines)

Your name and address: _____

Electricity Provider and Acct # _____

Water Provider and Account # _____

Trash Provider and Account # _____

Gas/Propane Provider and Account # _____

Signature _____ Date _____ Printed Name _____

RETURN THIS FORM VIA FAX, EMAIL, USPS, OR DROP IT OFF AT THE OFFICE
Stone Oak Property Management – 13497 N Hwy 183 Ste. 700, Austin, TX 78750 Fax 512-994-2300