



Move-In Day Checklist & Survival Tips

Schedule Ahead

- ☐ Confirm your move-in date and time with your leasing office
- ☐ Ask if you need:
 - ☐ Freight elevator reservations
 - ☐ Certificate of Insurance for professional movers
 - ☐ Deposit for DIY moves

Prep the Move-In Route

- ☐ Walk from the loading area to your unit
- ☐ Photograph existing damage in hallways, stairwells, or elevators
- ☐ Store photos as documentation in case of damage dispute

Walk the Unit

Check:

- ☐ Faucets, toilets, and showerheads
- ☐ Light switches and outlets
- ☐ Appliances (washer/dryer, stove, fridge)
- ☐ Smoke detectors and HVAC

- ☐ Take photos or video of anything damaged or missing
- ☐ Submit a service ticket for anything needing repair

Move-In Day Survival Kit

Pack separately and keep accessible:

- ☐ Toilet paper
- ☐ Hand soap
- ☐ Paper towels
- ☐ Disposable plates, cups, utensils
- ☐ Snacks & water
- ☐ Phone charger
- ☐ Basic cleaning supplies
- ☐ First aid kit

Final Tips

- ☒ **Place a service request**—even if minor—to learn the system
- ☒ **Chill out with some food** (hopefully they gave you a free pizza coupon!)
- ☒ **Don't forget to breathe.** You're home.

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