OFFICE OF STUDENT HOUSING
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Moving In Checklist

To Do	When	Link
☐ Create and Sign Roommate Agreement	Once lease is signed	• Sample Roommate Agreement
☐ Discuss Plan to Furnish Apartment with Roommates	Once lease is signed	
☐ Set Up Utilities* (***INTERNATIONAL STUDENTS:** If you do not have a US Social Security Number, many utility companies will require you to open an account in person at their office, provide multiple forms of ID, and may require a credit check. Please call your utility company for more information.)	Two weeks before move-in date	• Eversource • National Grid • Comcast • Verizon • RCN
☐ Forward Mail & Display Name on Mailbox	Two weeks before move-in date	• United States Postal Service
☐ Complete Apartment Condition Form	Once current tenants move out	• Apartment Condition Report
☐ Inform Landlord of Any Condition Issues	Once current tenants move out	
☐ Confirm When/Where/How to Pick Up Keys	Two weeks before move-in date	
☐ Arrange Plan for Transporting Furniture/Belongings	Two weeks before move-in date	• Moving Companies • Avoid Moving Scams
☐ MOVE IN!		