



# Move-in Checklist

- ☐ **Government issued photo identification**
- ☐ **Proof of renter's insurance (i.e. declaration page)** Minimum of \$100,000 in personal liability insurance. In addition, make sure the address on the plan is listed as your Sebastian Villages apartment address, your name is included and verify that Burkely Communities is listed as the "interested party".
- ☐ **Signed Move-in Sheet:** Should have received previously via email.
- ☐ **First Month's rent paid online OR a check in hand for move-in.**
- ☐ **Separate check for Security Deposit** (if applicable).
- ☐ **Pet information (if applicable):** If bringing a pet, we need a photo of the pet, vaccination history, pet fee and pet deposit (approval required by office PRIOR to move-in).
- ☐ **Vehicle Registration**
- ☐ **Moving tools/equipment (dolly, hammer, screw driver, etc.):** We are not allowed to loan out our equipment out to residents moving in:
- ☐ **Move-in Condition Form Completed:** You will receive this form at check-in. Please fill it out and return it to the office within 48 hours of your move-in.
- ☐ **Patience!** Please be patient with us as you are waiting to check-in and receive keys. With hundreds of move-ins per day during this weekend, please understand we are doing our best to ensure everyone has a pleasant and enjoyable move-in experience.