

MOVE IN CHECKLIST

2 weeks out, if possible

- Reserve the moving elevator for your move in date
 - Contact our concierge to book your elevator time and ensure your moving day runs smoothly!
- Schedule your movers
- Set up your utilities
 - **Water:** Don't worry - we set that up for you!
 - **Electric:** Our preferred electricity provider is Reliant Energy - 1-855-353-7736. Mention **PROMO CODE: MF2791** to receive our resident special. WWW.RELIANT.COM/MYHOME
 - **TV, Phone & Internet:** AT&T provides phone, internet & Uverse to Sloane Street. Call 877-910-0501 or visit [HTTPS://WWW.ATT.COM/CONNECTME/RESIDENTS.HTML](https://www.att.com/connectme/residents.html) to get service.
- Complete a change of address form to ensure you get your mail at your new home - usps.com/move
- Alert your most important social circle about your move
 - This should also include notifying your bank, employer, insurance company, magazine subscriptions - and don't forget mom.

1 week out, if possible

- Purchase renter's insurance
 - To receive your keys, you will need to show your declarations page, with a minimum of \$50,000 in liability coverage.
- If you have a pet, ready them for the move
 - Pets are smart, so they probably already know something is going on. But you'll need to be ready to pay for your pet deposit and fee before moving in.
- If you have kids, register them for their new school:
 - Elementary School (grades K-5): [RICHARD J. LEE ELEMENTARY SCHOOL](#)
 - Middle School (grades 6-8): [COPPELL MIDDLE SCHOOL WEST](#)
 - High School (grades 9-12): [COPPELL HIGH SCHOOL](#)

A few days before

- Start packing (or if you're an early-bird, this was done weeks ago)
- Double-check the details
 - Did you remember to schedule your moving elevator and call the movers??
- Schedule the pickup of your keys from the leasing office
 - Don't forget to have a copy of your renter's insurance declarations page, your electricity account number and provider's name, pet deposit/fee and first month's rent paid on the online portal, and your Toll Tag number handy for moving day.
- Pack a small moving day kit
 - Toiletries, a few paper goods, medications, a change of clothes and dog food are recommended. It always seems like Advil and toilet paper are the hardest things to find when you need them most!