



A Superior Property Management Co., LLC

225 NW Franklin Ave., Suite A
Bend OR 97703

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www.rentaroundbend.com

Move In Worksheet

Property Address:

You will need to assume the financial responsibility for utility service in your name for the referenced unit. Responsibility will begin on _____ and continue through the term of the residency. The Tenant(s) also understand that utilities may be disconnected without notice if they fail to maintain the service or transfer out of their name at any time they occupy the dwelling unit. Tenant(s) should transfer all utilities out of their name at move out, but maintain through the date of move out.

Renters Insurance:

Renters insurance must be obtained by the tenant(s). Please list A Superior Property Management Co as an "interested party". Bring the binder for your insurance policy with you at move in or fax or email to our office prior to move in.

TO GET KEYS WE NEED THE FOLLOWING:

- Signed Lease
- All Deposits and Rents Paid
- Proof of Renters Insurance
- Utility Account Numbers

Please Note: If you want to pay the remainder of your deposit(s) and rent via the tenant portal payment must be made 72 hours prior to move in date to ensure funds clear the bank. Otherwise you will need two cashier checks or money orders; one for rent and one for deposits(s).

WATER

<input type="checkbox"/>	City of Bend	541.388.5515
<input type="checkbox"/>	Avion Water	541.382.5342
<input type="checkbox"/>	Roats Water	541.382.3029
<input type="checkbox"/>	Agate/Apache	541.382.2855
<input type="checkbox"/>	Redmond Water/Sewer	541.923.7765
<input type="checkbox"/>	OWW Water	541.593.2902
<input type="checkbox"/>	OWW Sewer	541.593.3124

ELECTRIC

<input type="checkbox"/>	Pacific Power	888.221.7070
<input type="checkbox"/>	Central Electric	541.389.1980
<input type="checkbox"/>	Mid State Electric	541.536.2126

GAS

<input type="checkbox"/>	Cascade Natural Gas	888.522.1130
<input type="checkbox"/>	Ed Staub & Sons	541.504.8265

GARBAGE

<input type="checkbox"/>	Bend Garbage	541.382.2263
<input type="checkbox"/>	Cascade & Kelvic Disposal	541.382.6660
<input type="checkbox"/>	High Country Disposal	541.548.4984
<input type="checkbox"/>	Wilderness Garbage	541.536.1194

ACCOUNT NUMBERS

Water: _____
Sewer: _____
Electric: _____
Gas: _____
Garbage: _____