

MOVE IN WALK THRU CHECKLIST

Name: _____

Address: _____

Parking/Storage: «ParkingStorage»

- locate and make sure keys work

Landscaping:

- Tidewater will mow/edge front and side of yard (Wed. between 8 a.m. and noon)
- Resident is responsible for the area inside the fence and all flower beds and shrubs.

Thermostat:

- How to set
- Note: it doesn't regulate temperature but just heats/cools based on knob setting and temp. input

Trash/Recycling:

- check to make sure the bin and trash receptacle are in good condition
- Trash pick up days are Monday and explain trash day & large item removal (boxes)

Oven: explain self-cleaning feature (if available), also if has self-clean they cannot use oven cleaner

Lights: turn on all lights to make sure they work. Explain that we replace fluorescent bulbs (kitchen), but do not replace regular ones.

Disposal: run disposal; explain items that can't go down disposal (potato peels, grease, and macaroni). Locate reset button under sink

Dishwasher: run dishwasher to make sure it's getting water to top.

Air Filters: locate air filter locations & show them how to change it. Inform them that they need to replace them monthly and can get clean ones at our office.

Breaker Box: locate/show how to turn off/on. Explain that if they lose power to just one area of the home that they need to flip the breakers to see if it comes back on.

Questions? Please call the Welcome Center at 659-9061

Resident Signature: _____