



Property Management INC.

CENTRAL IOWA

Office Contact Information:

Property Management Inc – Central Iowa

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MOVE-IN CHECKLIST

This form needs to be turned into PMI – Central Iowa within one week of moving in. Please make sure it is signed and dated by you and office personnel. This sheet will be used as a proof of the date of transfer for Utilities. **Failure to transfer Utilities in a timely manner will result in additional charges** – please consult your Lease Agreement for details.

Today's Date: _____ Tenant Move-In Date: _____

Tenant(s) : _____

Address: _____

Tenant Signature and Date: _____

Office Personnel Signature and Date: _____

Utilities (Switch all utilizes into your name)

_____ Water/Sewer: _____ Date Switched: _____

_____ Electricity: _____ Date Switched: _____

_____ Natural Gas: _____ Date Switched: _____

_____ Trash: _____ Date Switched: _____

_____ Other: _____ Date Switched: _____