

# MOVING IN TO YOUR INN TOWN HOMES APARTMENT

## what move-in day will look like

We've sent you instructions on how to pay your rent, buy parking and set up your utilities... and below is a how-to for your scheduled move-in day.

\*A copy of the REQUIRED move-in tasks we sent you can be found at <https://inntownhomes.com/wp-content/uploads/2021/04/MO-FAQs-2021-FULL.pdf>

### WHO

PICK ONE: Only ONE representative from your apartment will come to the office to pick up ALL the keys:

*no parents*

*no roommates*

*no lines needed: stay in your car when you arrive, text us at (415) 843-7095 with your name and apartment address, & we'll text you back when it's your turn to come up to a move-in station.*

### WHEN

*Your assigned date and time has been emailed to each roommate*

### WHERE

Inn Town Homes' main office  
**2104 Tuller Street**  
**Columbus, OH 43201**

Parking available behind office, accessible from the alleyway off of E. Lane or Frambes Ave.

### HOW

The afternoon before your move-in day, we'll text all roommates with a reminder of what time your ONE representative can pick up ALL the keys. Text that number when you arrive, and we will respond when it is your turn to come to either the front door or back porch station.

### WHAT ELSE

Remember that EVERYONE's rent and parking passes must be paid for in order to receive the keys/passes for the apartment. Any unsigned leases or unpaid security deposits will delay your move in. Call our office at 614-294-1684 to resolve any outstanding issues.

### BUT, THE REST OF US...

If you're not the ONE picking up the keys but you're coming on move-in day, just go directly to the apartment to meet your roommates there.

Moving in at a later date? Coordinate with & get your key from your roommate(s) who have already moved in.

### PARKING ON MOVE IN DAY

- Towing is called off on your building's move-in day. Please make sure to unload and move from the lot, to allow other neighbors to move in as well.
- Your apartment's parking pass holder should immediately place the sticker in their car to begin parking in the lot. Towing resumes the day after move in.
- Inn Town Homes does not control street parking; make sure to follow posted signs while parking on-street. There is information about purchasing street parking permits in the Shared Documents section of your portal.