

Move-In Instructions

We're looking forward to having you as tenants!

- Official move-in starts the morning of **Thursday, August 5th, 2021** at 9am.
*Send Ben a text message (513-300-4629) at least half an hour prior to arriving at your house or apartment to meet for keys.
- Prior to receiving the keys, please have your full security deposit paid by either check or cash to one of us. Your first month's rent (August) should also be paid through Innago.com or by handing us a check with the property address in the memo section.
- Innago either has sent or will soon be sending links to everyone's email addresses that were provided to us at lease signing. Please follow the instructions for signing up and submitting rent payments. The electronic check option is free of charge to tenants. The credit card/debit card option charges a small percentage fee. Innago also offers automatic monthly rent payments.
- Please make sure to call Duke Energy **ASAP** (1-800-544-6900) and request service to be **transferred** on either **July 30th** or **July 31st** (transfer service as of **THESE** dates, whichever one Duke will allow) to make sure the electricity is not shut off to the house or apartment. If moving into a house, call Greater Cincinnati Water Works (513-591-7700). These steps ensure that you will receive a clean house or apartment without interruption of utility service.
- Please inspect the house or apartment upon receiving the keys. Send Ben a text message (513-300-4629) or provide us with a written paper of observed damage or repairs that still need to be addressed. Please allow us reasonable time to make these repairs.
- Please send us a text message (513-300-4629) that you've in fact received the house or apartment in clean condition, unless of course, the house or apartment has not been properly cleaned. In that case, please make us aware to this fact so we can quickly remedy it.

Thank you!,

Al and Ben Tepperberg
Clifton Housing