



MOVE-IN GUIDE

UNIVERSITY VIEW
AUGUST 2018

UVIEWAPTS.COM

8204 BALTIMORE AVENUE, COLLEGE PARK, MD 20740
301.220.0951

MOVE-IN DAY!

WELCOME TO



UVV VIEW

Move-in Day & Times: **AUG 24-26**

In an effort to make your move in experience easier, we will have three days available for move in. A link to reserve your appointment time and date will be sent via e-mail by August 1st.

Roommate Letters and Bed Space Addendums will be sent by August 1st. Contact our leasing office if you have not received your assignment by this date.

If you do not schedule an appointment, we will be required to schedule you for a later time. We will do our best attempt to serve you but will prioritize residents with an appointment.

MOVE-IN DAY PARKING:

There will be limited parking directly inside of the garage. Upon arrival please park inside the access gate as towing will not be enforced during move in. Please do not park in fire lanes, grass, handicapped space or in an area that blocks traffic.

MOVE-IN DAY TRASH:

We encourage residents to use the recycling bins in the loading docks. Please use the trash dumpsters on the bottom floors to dispose of any large items.

DURING CHECK IN YOU WILL RECEIVE:

Keys: You will be issued 2 keys. The front door/bedroom door key and the mailbox key.

Access ID: This ID card will grant you access to the building and amenities.

Resident Parking Sticker & Sensor: Please place sticker on the inside of your windshield above registration sticker, and tape the sensor to the inside of your windshield to avoid damages. You will only receive these items if you have signed up for parking for the year.

If you do not plan on moving in, contact Michael Sibly at michael.sibly@greystar.com Immediately. If you signed a lease you will remain responsible under all lease terms until a replacement is found.

YOUR NEW ADDRESS:

UV1:
YOUR NAME
8204 BALTIMORE AVENUE
YOUR APARTMENT #
COLLEGE PARK, MD 20740

UV2:
YOUR NAME
8300 BALTIMORE AVENUE
YOUR APARTMENT #
COLLEGE PARK, MD 20740

**Do not have mail or packages sent to your new address until after you have moved into your apartment. We do not have space to accommodate additional mail or packages. Any packages sent prior to move-in will be returned to sender.*

Rent is ALWAYS DUE ON THE FIRST OF THE MONTH. If you have questions regarding your rent, please stop by the office to see the bookkeeper or give us a call during business hours. It is your responsibility to ensure that your rent is paid before leaving for vacation or holidays.

RENTAL INSTALLMENT PAYMENT OPTIONS

ONLINE BANKING - BILL PAY *RECCOMENDED*

Many residents take advantage of their banking institution's online banking services. Please be sure to set your payment dates accordingly so that we receive the payment on time. You can set up your banking information through your "RESIDENT LOGIN" and pay directly through your bank account. It is FREE to utilize this option.

PAYING BY DEBIT OR CREDIT CARD:

If you would like to use a debit card/ credit card, please access your resident portal through www.uviewapts.com This payment website is available 24 hours a day. You can also access this site from your smartphone or tablet. Contact our office if you need more information. When using a credit card to pay your rent there will be an \$28 non-refundable processing fee.

Through your resident portal you can set up a monthly recurring payment to be paid to us automatically each month. When setting up your recurring payment, you will specify a day of the month, for example, the 27th of each month in which funds will be deducted and an e-check will be distributed to us for payment.



PAYING BY CHECK

We accept checks in the office or through tracked or priority mail. Please make sure your name, building, apartment number, and bedroom are clearly marked on your check. Payments should be made payable to UView.

***Please note money orders will no longer be accepted starting September 1, 2018.**

LATE FEE POLICY:

Late fees will be applied starting on the 6th of every month. 1% of the total balance will be applied until 5% is applied. Late fees and legal fees will be strictly enforced.

RENTAL PAYMENTS

WHAT TO BRING. WHAT TO LEAVE.



The following is a list of items that will help make your stay at U\View more comfortable. These items are only a suggestion; please do not feel you should incur any additional expense to acquire any of these items.

INDIVIDUAL

- Linens & Pillows
- Towels & Hamper
- Laundry Detergent
- Toiletries & Toilet Paper
- Computer/ Printer/ Desk Lamp
- Shower Curtain with Hooks
- Curtains with Rod

AS A UNIT

- Pots & Pans
- Dishes/ Flatware
- Broom & Mop
- Trash Bags
- Coffee Maker & Toaster
- Cleaning Supplies
- Curtains with Rod

THINGS TO LEAVE HOME

- Microwave
- Gas Grills
- Flammable/ Combustible Materials
- Loud Stereo Equipment
- Candles
- Smokers: hookah, shisha, or water pipe

Comcast will be on-site to set up cable in your common areas. If you'd like to set up cable in your bedroom, Comcast can assist you with that process.

WHAT COMES IN MY UNIT?

COMMON AREA

- Sofa & Side Chair
- Dining Table with 2/4 Chairs
- Coffee Table
- End Table
- Washer & Dryer
- 42" HD TV

BEDROOM

- UV1-Full Sized Bed
- UV2-Full XL Sized Bed
- Dresser
- Computer Desk
- Desk Chair

KITCHEN

- Refrigerator, Freezer, Ice Maker
- Dishwasher
- Garbage Disposal
- Stove
- Microwave

RENTER'S INSURANCE



As part of your lease agreement, all residents are required to obtain a Renter's Insurance policy. To satisfy this requirement, all lease holders must provide evidence of a Renter's Insurance policy prior to occupying your unit.

If you currently do not have a Renter's Insurance policy, you can follow one of the options below to obtain a policy.

1. Enroll with eRenters (www.ereenterplan.com)

If you choose to enroll in an eRenterPlan, your policy information will be automatically transmitted to UView. This option will fulfill both the personal liability coverage and the interested party requirements.

2. Enroll with a preferred insurance group of your choice. Be sure your private policy meets the below requirements:

- Each lease holder must maintain a minimum of \$100,000 in personal liability coverage.
- Personal property insurance is recommended
- University View must be identified as an "interested party", "party of interest" or similar language on the certificate.
- Declarations page of your policy must include:

University View - Greystar
PO Box 115009
Carrollton, TX 75011-5009

EXPRESS MOVE-IN CHECKLIST

Lease Contract Completed

Bed Space Addendum Signed

Guarantor complete

Deposit Paid

Renter's Insurance Completed

First Installment Paid



*NOTE:
Have this completed BEFORE
move-in day)*



WELCOME HOME!

UNIVERSITY VIEW

