



## **Move-In / Move-Out Rules & Regulations**

### **COPY OF TEXT OF RESOLUTION OF BOARD OF DIRECTORS**

Concerning Moves In or Out of the Building Dated: 3/26/2025

The Board in recognition of the additional costs to the Association related to residents moving, whether in or out of the building, has determined that it is necessary to charge a fee for moves whether in or out of the building. Included among such costs to name a few, not by way of limitation, the cleaning of hall and elevator carpeting, incidental minor damage done to walls, wear and tear on the elevator and its doors, together with the padding of the elevator walls, name plates for door to unit, mail room boxes and building entrance directories, as well as the additional materials deposited in the trash dumpster and removal of any trash left in the storage locker or elsewhere on the property

NOW, THEREFOR, IT IS RESOLVED that commencing immediately, there will be a fee of not less than **\$200.00 payable to the Association** as a charge for residents either moving in or out of the building. The fee shall be payable in advance of the move and the moving party shall arrange not less than 72 hours in advance for both the move and the payment of the fee with either the Association's current managing agent or the property superintendent. In the instance of a move out by an owner who has sold the Unit the fee may be collected at the option of the Association's managing agent or the Board President through the escrow created to facilitate the sale of the Unit. Nothing herein contained shall be construed to prevent the Association from recovering damages, expenses or other costs incurred by it resulting from the move in or out. In no event shall hazardous or flammable materials be left in trash bins or dumpsters on the property. Failure of any party moving in or out to comply with the foregoing may result in additional fees being assessed against the party involved.



**Both moving-in and moving-out residents' names must be provided.**

**Moving out**

Owner's Name (Printed) \_\_\_\_\_ Co-Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Moving out**

Owner's Name (Printed) \_\_\_\_\_ Co-Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_