

# We are happy to have you as part our community! Your New Address Is:

700 Lower State Road 12-C08 North Wales, Pa 19454

Your Mail Box Number is: 12 Move In Date: 3/21/2020 In order to ensure a smooth move in process, please remember the following:

#### **Business Hours**

Monday through Thursday 9am to 6pm Friday 9am-5pm Saturday 10am to 5pm

Please plan to arrive at the office 30 minutes prior to office close; an appointment is strongly suggested to ensure we will be able to go over any paperwork and any questions you may have. If you are unable to make it to the office during business hours your move in date will be scheduled for the next day.

### **Monies Required**

Payments for move in must be a cashiers check or money order. If paying by credit card the payment must be made 3 days prior to move in. Credit Card surcharge will apply.

Please make payments made payable to: The Addison at English Village.

Amenity Fee/Reservation Fee	\$250.00 Paid on 3/17/2020
Security Deposit	\$1,528.00
Pro-Rated Rent	\$542.00 (Prorated March Rent) + \$5.00
	(Prorated March Trash) = \$547.00
First Month's Rent	\$0.00
Trash Fee	\$0.00
Pet Registration	\$0.00
Pet Fee	\$0.00
Additional Monthly Fee	\$0.00
Concession	-\$350.00
Total Due at Move In	\$1,725.00

## **Documentation REQUIRED**

#### **Proof of Required Renter's Insurance**

Personal Liability Coverage minimum coverage amount - \$300,000.00 Personal Property Coverage minimum coverage amount -\$10,000.00 ~Proof of Renter's Insurance is REQUIRED to receive keys~

As a convenience to you, if you enroll with Assurant, acceptable proof of required coverage is sent directly to the leasing office. To receive an instant quote and enroll online visit www.iwantrenters.com or call 1-855-846-9278.

#### Things for you to know:

You will receive your first utility bills 45 days after move in. We will set up your accounts for electric and water/sewer.

For maintenance requests please feel free to stop in our office, call or log onto the www.theaddisonpa.com

You can bring rent payments directly to the office, drop in one of the two lock boxes or pay online!

Rent is due by the 5<sup>th</sup> of the month. Don't forget to add your trash fee and apartment number!

We are here to help! So please feel free to stop by or call if you have any questions or requests!

215-542-0770

#### **Phone Numbers:**

The Office- 215-542-0770, Fax 215-542-7107 School District of Hatboro-Horsham- 215-672-5660 Horsham police Non-Emergency- 215-643-8284 Verizon Raoul Jardine- 267-606-3682

#### KEEP US IN THE LOOP!

If you change your email or phone number please update us as we do send out emails informing our resident's of upcoming events and important notices.

Welcome Home!

The Addison Team Stephanie, Melony, and Cleo

Prepared by: Melony Date:2/20/2020