

Welcome to Richlawn Acres Apartments

Moving Check-List

30 – 15 Days Before You Move

Eliminate things you will not be moving

Call to reserve a U-Haul truck --OR--
Call moving company for an estimate

Arrange to get packing boxes

Notify schools to forward transcripts

Begin to use food in your freezer

Make a list of all questions as they come up. Ask them as soon as possible

2 Weeks Before You Move

Start packing a little at a time. This will make life easier on moving day.

Find people to help you move

Call utility companies to disconnect and arrange to connect utilities at your new home at the same time.

Painesville Power.....440-392-5797
AT&T.....1-800-480-8088
Time Warner Cable .. 1-866-855-5473

5 days before you move

Call for an appointment to sign your lease

Call utility companies if you have not already done so

Dispose of all flammables

Fill out change of address card at post office.

Your new address is:
1059 Richmond Rd, # _____
Painesville, Ohio 44077

1 Day Before Your Move

Finish packing Personal items

The Day Of Your Move

Make yourself available to people helping you move.

Load vacuum last, to have it in new



home first. Fast clean-ups in both places really helps.

Before leaving old house, check each room and closet, make sure all windows are closed and lights are off.

Turn down thermostat

Return keys and take forwarding address to previous landlord

Sign your lease and get your new keys
(Bring cash or money order and receipt from Painesville Power)

At this point you should be at your new home. Take a break and pat yourself on your back for a job well done!!!!

Again, Welcome to Richlawn Acres Apartments. We hope you will love having your new home with us.