

MOVE IN INFORMATION

Move in information is subject to change and the most recent information may not be reflected here in this document.
Contact Back To Back Rentals LLC for the most up-to-date information

Utilities:

At the lease signing, tenant signed the Xcel Energy New Occupant Start Service form (tenant received a copy of this form at lease signing).

Back To Back Rentals LLC will submit that form to Xcel Energy to get service started in tenants name as of June 1.

Even if tenant does not move in on June 1, utilities will be started as of June 1.

Tenant will need to contact Xcel Energy at the end of May or beginning of June to confirm the account setup. You can setup automatic payments at that time if you choose.

Xcel Energy phone: 1-800-895-4999

Tenant may also need to disconnect utility service at their previous address as this will not be done by Back To Back Rentals LLC.

Get your keys:

Tenant will be notified when their unit is ready for move in, if it is ready prior to June 1. In some special cases, tenant may be able to get keys prior to June 1.

Tenant will need to make an appointment to get the keys. Because we don't have an office in Eau Claire, you will need to let the Landlord know ahead of time when you plan to get the keys. We will do our best to meet you at the house to give you the keys; however, there may be situations when we are not able to be there and tenant will need to meet management at a location to be determined, or we will have the keys at the house and give you instructions on where to find them.

The first person to move in will be given all of the keys and roommates can coordinate getting their key from that person.

Check-in inspection:

A check-in sheet will be provided. Please take time to inspect the house and make note if you find any issues.

This sheet needs to be returned to Back To Back Rentals LLC within 7 days of the start of the lease.

This form will be used at the move-out inspection

Options for returning the check-in sheet are regular mail, email, or text a photo of each page.

Use Extreme care when in moving items into the unit. Use particular care around corners, in hallways, stairwells and in doorways to avoid scuffs, dents or scratches to furnishings and apartment.

USE FELT PADS ON FURNITURE. If using wheeled desk chairs, protect the flooring with a rug or mat. Wash rugs before you put them on the floor so the color doesn't bleed onto the flooring.

Do not use cleaners on the wood flooring. Wash with warm water and a damp cloth

Internet and Cable: You will need to set up your own internet / cable service

Mail: Put your names on the mailbox.

If there is not a flag on your mailbox, do not put outgoing mail in the mailbox. The mail carrier will not take outgoing mail from your box if there is not a flag.

Specific unit information:

Specific unit information will be provided so can familiarize yourself with your new home