



TENANT WELCOME LETTER

Welcome to your new home!

Your new address will be:

We have compiled the following information in order to help you locate your utility providers. As Tenant, you are responsible for having your electric/gas utilities turned on before your actual move-in date.

Local gas service:

Local electric service:

To order telephone service, call:

To order Cable TV service, call:

Your appointment with the business office to pay initial rent and pick up your keys is scheduled for: [date] _____ [day] _____ [time] _____

Please bring your payment for the following:

Security Deposit:	_____
Pro-rated rent due:	_____
First month rent:	_____
Other (specify):	_____
Total Due:	_____

If you have any questions, please call our office at

Landlord or agent signature: _____ Date: _____

Tenant signature: _____ Date: _____