

# FALL 2020 SEMESTER MOVE-IN

FOR

*High Street Property Management, LLC*

Everyone is **REQUIRED** to check in at the office at **94 Main Street, Suite 104** **BEFORE** you move into your apartment/house.

DUE TO CURRENT CIRCUMSTANCES, WE ASK THAT ONLY STUDENT – RESIDENTS ENTER THE BUILDING TO CHECK IN AND THAT FAMILY & FRIENDS WHO MAY BE ACCOMPANYING THEM DURING THE MOVE – IN PROCESS WAIT OUTSIDE THE BUILDING. THANK YOU.

Check in times are as follows:

❖ Friday	August 28 <sup>th</sup>	8:30 am to 6:00 pm
❖ Saturday	August 29 <sup>th</sup>	10:00 am to 6:00 pm
❖ Sunday	August 30 <sup>th</sup>	11:00 pm to 4:00 pm

## Requirements

- You must come to the office to sign in and receive your **Keys**
  - Please have your location and **room number** handy
- If you have a **Vehicle**:
  - Registration & driver's license are required for parking tag issuance. Vehicles must be associated and used by Resident. Tags are not transferable to any other students/persons/vehicles. Any misuse of parking tags will result in towing of the vehicle without notice at owner's expense. Thank you!
  - **Please email or regular mail a copy of your license and registration so we can have your tag ready when you arrive.**
  - Parking is reserved by space for the following areas:
    - 114 Main, 116 Main, 118 Main, 94 Main, 5 Main, 22 Main, 22 Wadsworth, 16 Court, 18 Court.
    - Parking is based on a "first come first serve" basis.
  - ALL RESIDENTS with a car MUST have a valid High Street parking tag. *(vehicles without tags will be towed at owner's expense)*
- **Gas & Electric** reminder:
  - If you are living at 94 Main (all), 24 Wads, 22 Wads (all), 20 Wads, Riverside Apts. – 4353 Lower Court (all): please be sure to call **RG&E** at **1-800-743-2110** for the gas and/or electric in your unit, at least 2 weeks in advance of your move in date to ensure services are activated.

Please call the office at **585-991-7688** with any questions. Enjoy the rest of your summer!