



IUStudentApts.com

BLOOMINGTON, IN

RARA AVIS APARTMENTS • ZEUS PROPERTIES • PAGE PROPERTIES

Welcome To 408 S. Grant St.

RARA AVIS APARTMENTS

Daniel Hoover

daniel@iustudentapts.com 812-272-7381

Aimee Page

aimee@iustudentapts.com 812-318-0005

Keith & Mary Alice Hoover, Owners, Rara Avis Apartments mahoover43@gmail.com

YOUR MOVE-IN TO-DO LIST:

1. **CONTACT UTILITIES:** 3-4 weeks prior to your lease starting, contact the utility companies and request that the utilities be placed in your name(s) for your lease start date. Please provide **RAA** (Rara Avis Apartments) with the name(s) of the individual who will be responsible for each utility, by emailing mahoover43@gmail.com

-Duke Energy—Electricity (800) 521-2232 <https://www.duke-energy.com/>

-Centerpoint--Gas for furnace & hot water heater (800) 227-1376

<https://www.centerpointenergy.com/en-us/residential?sa=in>

-City of Bloomington Utilities (CBU)—**water only** (812) 349-3930 (RAA pays for contracted trash pick up)

https://bloomington.in.gov/utilities_forms/index.php?form=individualcustomercontract/

The above link allows you to submit your form online.

-Comcast—Cable & Internet. (800) 266-2278 <https://www.xfinity.com/> (Or your preferred provider)

Schedule the appt for a date *after* your lease begins.

2. **OBTAIN** a Renter's Insurance Policy now. Please provide a copy of the Renter's Insurance policy OR Certificate of Liability via email to mahoover43@gmail.com by **JULY 15**---2 weeks prior (or more) to your lease beginning date.

Your policy should name "Keith and Mary Alice Hoover, dba/Rara Avis Apartments, P.O. Box 414 Bloomington, IN 47402 as 'Additional Insured' or 'Additional Interest' " in the amount of \$500,000.00 for the duration of the lease term.

3. PAY RENT: Please pay your first month's rent by AUG 1. Rent is due prior to, or on the 1st of each month. There are 3 options to pay rent:

1. Electronic rent payments may be made through Zelle.

Tokens are: Mary Hoover, 812-369-5994. Please notate: Last name, address & (month) rent. (Ex. Smith 408 Aug Rent)

2. Mail a personal check to the address below OR place rent in the form of personal check or cash in an envelope and place in our drop box at 417 S. Fess Ave, behind the chain link gate near the front doors.

3. Arrange through your bank to have a bank issued physical check mailed by the 25th day of each month. All checks should be made payable to, and mailed to:

Rara Avis Apartments
P.O. Box 414
Bloomington, IN 47402

4. SCHEDULE a Check-In time. Only 1 roommate needs to sign up for a Check-In time for a group.
<https://docs.google.com/document/d/1TpbpOSi88LtCeSpixkEN05izVNPxnkHUASILM-Yfr9s/edit?tab=t.0>

Leases typically begin AUG 1 at NOON, and roommates may move in at any time after that. **The first roommate to move in will perform a Check-In Inspection,** and roommates may stagger their arrivals after that. Upon arrival to the unit, the first roommate will perform the inspection using a form found in the *Check-In Packet you'll be given*. You will verify the condition of the dwelling, and complete all paperwork in the *Check-In Packet* PRIOR to moving your belongings inside.

All roommates will complete additional forms in the packet and it will be collected when all roommates have arrived.

**Only tenants listed on the lease are authorized to be in the unit during the Joint Check-In.* Please explain this requirement to family & friends who are with you on moving day.

**Renter's Insurance should be in effect at the time the lease starts. Tenants are responsible for any accidental damage by well meaning friends and family occurring during move in. We may shoot video of the unit prior to your move in day. We encourage you to also take video of the condition of the unit when you check in, prior to moving furniture inside.*

Thanks for your attention to these essential items! We look forward to hearing from you soon and helping you get settled for the upcoming school year.

Sincerely,

Rara Avis Apartments
Daniel Hoover, Aimee Page
and Keith & Mary Alice Hoover