

ADDENDUM B

(8/17/09 version)

MOVEIN / MOVEOUT INSTRUCTIONS FOR UNFURNISHED RENTALS

- All moving of furniture & appliances MUST be thru rear entrance including any future furniture deliveries.
- We will remove rear stairwell door and Tenant removes / replaces unit door. Be sure to have a slot screwdriver and hammer to remove hinge pins.
- Disassemble where possible and remove feet from furniture such as loveseats and couches before entering building.
- Manager to do before / after walk thru on day of Tenant movein.
- DO NOT leave building entry door propped for extended periods, as squirrels are known to enter the building.
- Scratches on walls, doors or any other damages from moving in/out of the building will be billed to the Tenant and may be deducted from the Security Deposit.
- Tenant may hang artwork on walls but must patch and sand any wall holes. Landlord will prime and paint thereafter.

Tenant

Date

Tenant

Date

Landlord

Date