



HUDSON
HOMES

Pre Move In Checklist



In this packet, and in the “Next Steps” email you received from your move-in team, you’ll find the items you’re required to complete at least 2 business days prior to your move in.



Complete the following tasks at least 2 business days prior to your move in.

All move-in charges must be paid in full at least 2 business days before your move-in.

Your move-in charges could include pet fees/rent, additional deposits if required, and fees.

If you do not make your payment on time, your move-in may be canceled or delayed and any funds previously paid will be forfeited.



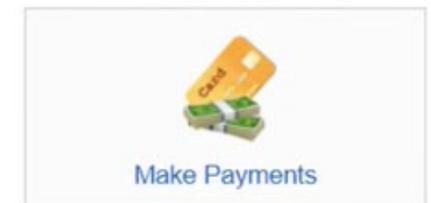
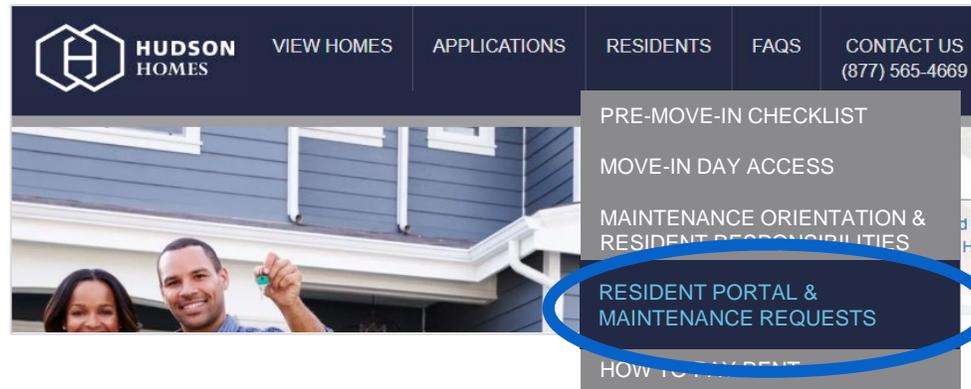
**Pay your remaining
move-in charges
at least 2 business days
prior to your move-in**

How to Pay Your Move-in Charges

Once your lease has been countersigned (*you will receive an email notification*), follow the steps below:

- Navigate to www.HudsonHomesManagement.com
- Locate the “Residents” tab
- Click on “Resident Portal & Maintenance Requests”
- Log in to your account
- Click the "Make a Payment" button to pay your move-in charges
- Watch this [helpful video](#) for more information

**An NSF payment or credit/bank chargeback may result in cancellation of your move-in.*



You must provide proof of renter's insurance at least 2 business days hours prior to your move-in.

If you do not submit your proof of coverage on time, your move-in may be canceled or delayed and any funds previously paid will be forfeited.



**Provide proof of
Renter's Insurance
at least 2 business days
prior to your move-in**

Renter's Insurance Requirements

- You are required to provide proof of Renter's Insurance with minimum liability coverage of at least \$100,000.
- The effective date of your renter's insurance must be on or before your move-in date.
- All adults who are named on the lease must be listed on THE SAME policy, OR each adult must provide their own coverage, meeting the minimum criteria or \$100k in liability coverage.
- "Hudson Homes Management" shall be named as an additional insured/interested party on your renter's insurance policy. The information your insurance company will require is below.

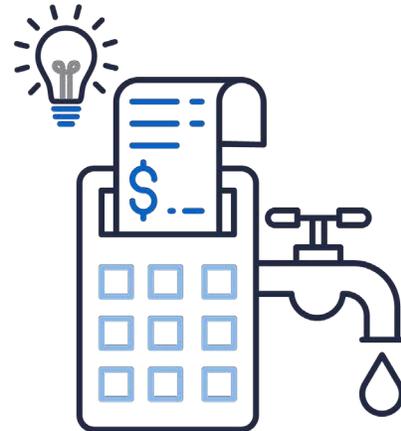
Hudson Homes Management
PO BOX 3687
Coppell, TX 75019

Watch this [helpful video](#) for more information.

****Please see your lease agreement for additional details.***

Review your utility service responsibilities.

Utility service responsibilities differ by location/state.



Review the tenant utility responsibilities by state on the following page.

Tenant Utility Responsibilities by State

All States

All States (except DE, MA, NC)

- **ALL UTILITIES must remain in landlord's name.**
- **DO NOT transfer utilities into your name.**
- Utilities will be billed to you monthly based on actual monthly usage.
- Hudson Homes will pay the utility providers directly, then submit an invoice to you monthly via your Resident Portal for the previous month's utility charges.
- Please allow 30 to 60 days to receive your first utility invoice.

If your home uses Heating fuel/oil:

- Hudson Homes will ensure the tank is filled to a minimum of 2/3 full when you move in.
- **You will be responsible for checking the level of the tank, and refilling it as needed with a local provider.**

Per regulatory requirements, and as outlined in your lease agreement, if you live in one of the states below (DE, MA, NC), you are required to activate the following utilities in your name, and set them to begin no later than your move-in date. Failure to activate the required utilities prior to your move-in will result in deactivation of utility services upon move-in.

DE: Delaware ONLY

- **Resident is responsible for ELECTRICITY only. Electricity must be in the resident's name.**
- Landlord is responsible for gas, water, sewer, and trash. These utilities will remain in the landlord's name and be billed to you monthly based on actual monthly usage.

NC: North Carolina ONLY

- **ALL UTILITIES must be in the resident's name.**

MA: Massachusetts ONLY

- **Resident is responsible for ELECTRICITY, GAS, OIL/PROPANE, and sometimes TRASH. Required utilities must be in the resident's name.**
- Landlord is responsible for water and sewer and trash if it is included with water and sewer. If trash is **NOT** included with water and sewer, the Resident will be responsible for this service.
- Landlord will pay for services directly and will keep invoices on hand. You may request a copy of the landlord-paid invoice at any time by contacting your Property Manager.



- If you haven't already viewed/ toured the home, please schedule a tour as soon as possible.
- You can schedule a tour to be completed within the next 2 business days by replying to your pre-move-in email or calling us at **877-565-4669** and following the prompts to reach the move-in team.
- ***Please note, homes are leased as-is. Requests for changes and pre-move-in maintenance will be denied. You may place a maintenance request after you have moved in.***

****You will receive further information and home access instructions on your DAY OF MOVE-IN.***

You WILL NOT RECEIVE ACCESS to the home if the items outlined in this packet are not completed at least 2 business days prior to your scheduled move-in. Your move-in may be canceled or delayed and any funds previously paid will be forfeited.

Your Move-In Timeline



- Pay move-in charges
- Provide proof of renter's insurance
- Review utilities responsibilities and activate if required

Please contact your move-in team with questions by dialing **877-565-4669** and following the prompts for move-in



**Thank you for choosing
Hudson Homes!**
