

CONGRATULATIONS ON YOUR NEW RENTAL PROPERTY!

The following are the next steps to securing and moving into your new rental property.

- **SECURITY DEPOSIT:** Submit your security deposit in **CERTIFIED FUNDS** payable to Atlantic Rental Management. Our office address is 6105 Oleander Drive Ste 102, Wilmington, NC 28403. The security deposit must be remitted by one individual that is to be listed on the lease. ****Please notate the name of the remitter and the address of the rental property.**
- **RENTERS INSURANCE:** This is not mandatory, but we *HIGHLY* recommend that you get a renter's insurance policy. Your local insurance agent can discuss with you the options and coverage that are available. If you do in fact purchase a renter's insurance policy please provide us with a copy of the insurance certificate.
- **LEASE SIGNING:** After the security deposit is received by our office, the lease will be sent to each approved applicant as a DocuSign document via the email(s) provided. The lease must be completed **within 48 hours** of receipt. ****If the lease is not completed within 48 hours of receipt, you may lose your new rental property to the next applicant!**
- **PROPERTY WALK THROUGH INSPECTION:** After the lease has been signed by all parties, you will be scheduled to meet with a representative of Atlantic Rental Management for a walk through inspection of your new rental property.
- **KEYS TO YOUR NEW RENTAL PROPERTY:** To receive keys on your move-in date **at our office**, the following must be submitted;

Electric Confirmation Number

Public Utility Confirmation Number

Rental Payment

Pet fee

Cleaning fee

- To receive keys on your move-in date **at the walk through inspection of the property**, all the above mentioned must be submitted to our office **PRIOR** to meeting at the property for the inspection.

Please feel free to contact us if you have any questions or concerns.

GOOD LUCK WITH YOUR MOVE!