

MOVING-IN CHECKLIST

BEFORE MOVING IN:

- Make a "Housing Folder" where you will keep important papers, including your rental and household agreements, receipts for monies, move-in inspection checklist, correspondence with the landlord (emails, letters), and any other pertinent paperwork.
- Complete a [Housemate Agreement](#) with your housemates. Each member of the household signs the agreement and is given a copy. You can avoid problems by documenting household understandings and agreements from the start.
- Ask your landlord if you need to arrange for any utility hook-ups or name changes on the utility accounts. You may need to contact PG&E and make arrangements for water, garbage, phone, cable and internet service.

CONTACT INFORMATION

AT&T - 1-800-288-2020 – www.att.com

Telephone service: Ranges from \$12.37 to \$37.00 per month. Installation fees vary.

Internet service: Ranges from \$14.95 to \$49.95 per month.

Call or look online for specials, deals & packages.

Comcast - 1-800-266-2278 – www.comcast.com

Cable TV: Ranges from \$29.99 to \$84.99 per month.

Internet service: Ranges from \$29.99 to \$199.95 per month.

Student Special: Call 408-590-9941. Installation fees vary. Call or look online for more information, specials & packages.

Gas & Electricity - 1-800-743-5000 – www.pge.com

PG&E: Refundable deposit or cosigner who is currently a PG&E customer required. Deposit & interest will be returned after one year or when account is closed. Contact them for your refund if you move before one year.

Water, Garbage & Sewer - 831- 420-5220 – [Santa Cruz Municipal Utilities application](#)

212 Locust Street, Suite D,

\$20 non-refundable application fee

\$75 refundable deposit required only if a previous account was delinquent or defaulted.

Services include water, sewer, garbage collection, and curbside recycling in the city of Santa Cruz.

Green Waste Recovery – 831-426-2711 – greenwaste.com

Services: Garbage collection and curbside recycling for the unincorporated areas of Santa Cruz County only. Deposit required only for nonpayment of previous service.

CHEAP FURNITURE AND HOUSEHOLD ITEMS

California Grey Bears

Open 10am-3pm, Monday – Saturday
2710 Chanticleer Ave., Santa Cruz
(831) 479-1055

Garage sales

Check the classifieds in the Santa Cruz Sentinel under “Garage/Yard/Moving Sales.” Also check out the “Furniture/Household” and “Miscellaneous for Sale” sections.

[Freecycle.org](http://freecycle.org)

Reduce waste by connecting people who are looking for responsible ways to dispose of items with others who are seeking the same items.

Goodwill

1550 41st Ave., Capitola (831) 462-1300
204 Union St., Santa Cruz (831) 423-1078
350 Encinel St., Santa Cruz (831) 423-8611

Santa Cruz Flea Market @ Skyview Drive-in Theater

2260 Soquel Drive, Santa Cruz
Open Friday – Sunday, year round.
Admission from \$1.00 to \$2.50.

ONCE YOU HAVE MOVED IN:

- It is best to do this before moving in, but within at least 3-days of moving in, make a thorough inspection of the property and document the condition of the rental on a [Condition of Rental Property Checklist](#). Both you and the landlord need to sign the form, acknowledging that you agree about the condition of the rental. Documentation is imperative; both you and the landlord must retain a copy for your records. Put it in your Housing File for reference when you move out. **This is an extremely important document! The “Condition of Rental Property Checklist” is the best way to protect you against unfair deposit withholdings.**
- Get all subsequent promises and agreements in writing. If your landlord agrees to something verbally, follow it up with a confirmation letter or email outlining the agreement. Always keep a copy for your documentation.