

# Move Out

## Frequently Asked Questions. . .

### **When can I move out?**

Tenants maintain possession of the unit 24/7 until noon on the last day of your lease. Move out must be completed anytime prior to noon of the last day of the lease.

### **Do I still need to pay rent?**

Yes, the signed lease is a legally binding document. Tenants must pay all the rent that is due according to the lease. Tenants were emailed a copy of the lease (from the email [info@legacystatecollege.com](mailto:info@legacystatecollege.com)) shortly after signing it, check your email archives. If you can't find it, email us to request another copy.

### **How do I get my security deposit back? And when?**

The Final Statement of Security deposit is sent out to the addresses YOU provide on the Security Deposit Return Form via USPS certified mail within 30 days of lease expiration. Someone will need to sign for it at your address to accept it.

All tenants MUST submit a Security Deposit Return Form or LRPM does not know where to send the Final Statement of Security Deposit. After lease expiration, LRPM will inspect and photograph the unit according to the Move Out Guide. Any needed repairs, painting and cleaning is charged to the security deposit.

### **How do I turn in unit keys?**

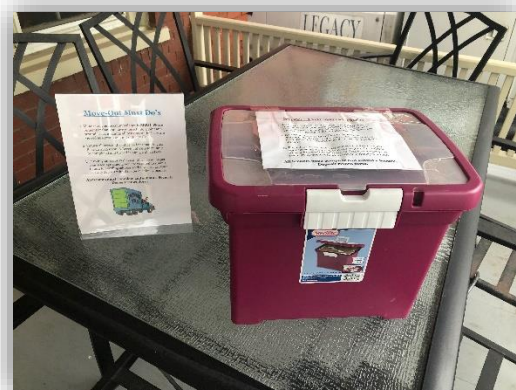
Two ways, through the drop slot at the office OR send them to LRPM via USPS in a padded envelope.

If you are a **Straight Renewal** – ALL tenants stay in the SAME unit from one year to the next – ALL the tenants keep their keys.

If you are a **Partial Renewal** – The departing tenants must make arrangements to leave their keys with the remaining tenants to give to the new people moving in.

**ALL tenants are moving out** – ALL keys must be turned in to Legacy Realty on or before move out date. If the keys are received AFTER the last day of your lease, the security deposit may be charged for a lock change.

The office is located at 612 West College Avenue. On the front porch is a maroon box with envelopes, Key Return Slips and Security Deposit Return Forms – fill the forms out and put all keys in the small envelope. PLEASE PUT NAME & UNIT on the envelope. Walk around the brick sidewalk to



the side of the building, underneath the wooden staircase there is a drop slot – deposit the forms and envelope into the drop slot.

### **Do I need to move out all my furniture out?**

Yes, the unit must be completely empty at the expiration of your lease. Any items left behind will be considered Abandoned Property and the security deposit may be charged for removal and storage.

### **What if I want to leave items for the next tenant?**

Tenants must get prior *written* approval from the staff at LRPM. IF you do not have approval and items are left behind they will be considered Abandoned Property and the security deposit may be charged for the removal and storage of those items.



### **Dumpster Pick Guidelines**

Please remove **ALL** items from your unit. Only bagged trash gets placed in the dumpster.

Items that **DO NOT** go in the dumpster:

- Furniture – couches, chairs, mattresses, desks, dressers, etc.
- Mini -refrigerators
- Microwaves
- Electronics - computer monitors, televisions, game systems,
- Air Conditioners
- No hazardous waste or chemicals
- Car parts – batteries, tires, etc.

### **Bulk Item Big Pick Up**

Breckenridge – 612 West College Avenue

- Curbside & beside dumpster

Clearwater – 817 West College Avenue

- Beside dumpster

Conway – 833 West College Avenue

- Beside dumpster

Coopers Hawk – 140 North Barnard Street

- Curbside & beside dumpster

Cypress – 827 West College Avenue

- Beside dumpster

Kestrel & Kinglet – 608 Clay Lane – 607 West College Avenue

- Behind the houses, along alley, in the single parking stall

Orlando – 221 South Barnard

- Curbside & beside dumpster

Sanibel – 610 West Calder Way

- Beside the dumpster

Wellington – 118 South Gill Street

- Curbside

The Keys – 227/229 East Prospect Avenue

- Curbside & beside refuse carts

Do **NOT** block dumpsters, roadway or sidewalks.