

MOVE IN/ MOVE OUT POLICY

The following moving policies are in place to protect the building and avoid any scheduling conflicts:

- All moves in and out of the building must be scheduled in advance with the Management Office, preferably one week in advance.
- Moves are allowed only between the hours of 9AM and 5PM, Monday through Friday, excluding holidays. If a move begins after 2:30PM, the move may not be allowed if it appears it will run past the 5PM deadline. The loading dock personnel are instructed to enforce these moving times.
- The freight elevator located on the C Level must be used for all moves. No moves are allowed through the lobby. There are no exceptions to this rule.
- A deposit of \$1000 in the form of a bank check or money order (for move-outs) payable to “River Ridge Condominium” must be left with the management office before the move is authorized. Also, move outs must provide their forwarding address where to send the balance of their deposit. A regular check may be used for move-ins. If, during the course of the move, any damage to the common areas or related property occurs, the cost of the damage will be deducted from the deposit.
- There is a non-refundable \$300 administration fee charged to all residents for moving in.
- A “Certificate of Insurance” is required from all moving companies prior to all moves being approved. They must have liability and workers compensation.
- The non-refundable cost of the move is \$300 for the first (4) hours whether it is one hour or four hours the charge is the same. Any time over (4) hours there is an additional charge of \$250. If an employee has to stay after 5PM to complete your move there is a charge of \$100 per hour.
- There are no moves permitted between the hours of 1PM to 2:00PM.
- There are no pets permitted in the building. The only exception is if you lived at River Ridge prior to 2000.
- A unit owners needs to carry liability insurance of \$1,000,000.00. A renters must have renters insurance to cover all their personal belongings.
- There are **No** washers/dryers permitted in the units except for the penthouses/ townhouses, and E &F Lines.