ALBERTA PROPERTY MANAGEMENT SOLUTIONS INC.

REQUIREMENTS PRIOR TO MOVE-IN

1. Tenant's insurance- $1,000,000 liability
   **Contact Sharp Insurance and quote Alberta Property Management for preferred group policy pricing. Visit: www.sharpinsurance.ca/programs.php or call: 1-844-438-4768.*
2. Photo ID
3. Security Deposit (bank draft, money order, cash) or email to accounting@apmsi.ca
4. First month rent must be made by email, bank draft, money order or cash
5. Pet fee of $500 per pet and picture of pet.
6. Set up of monthly rent payment by pre-authorized debit agreement
7. Alberta Property Management requires the following account numbers when tenants are responsible for utilities:
   a. **Electricity:** Direct Energy 1-888-420-3181 Enmax: 1-877-571-7111
   b. **Natural Gas**: Direct Energy - 1-866-420-3174 Enmax: 1-877-571-7111
   c. **Municipal water and sewer**- RMWB - 780-743-7976

Please note: Possession of keys and move in inspection is performed on the day of tenancy. If you wish to move in early you will be charged for the days prior to tenancy.

WWW.ALBERTAMANAGEMENT.COM
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