



## PRIOR TO MOVING

Update your new address online at [www.usps.com](http://www.usps.com) or at your nearest Post Office location.

You are responsible to contact your utility company to establish service for your residence. The following companies service southeastern Massachusetts and Cape Cod.

<a href="#">Nstar</a>	Electricity, Gas	1-800-592-2000
<a href="#">National Grid</a>	Electricity, Gas	1-617-469-2300
<a href="#">Columbia Gas</a>	Gas Service Only	1-800-688-6160
<a href="#">Mansfield Electric Department</a>	Electricity	1-508-261-7361
<a href="#">Verizon</a>	Cable, phone, Internet	1-800-837-4966
<a href="#">RCN</a>	Cable, phone, Internet	1-866-856-4842
<a href="#">Comcast</a>	Cable, Phone, Internet	1-800-266-2278

## TENANT INSURANCE

We strongly advise all tenants to purchase **Tenant Insurance**. This is a low cost way to protect your belongings and give you peace of mind. **Our building insurance does not cover any of your personal property** in the event of fire, water damage, or theft, etc.

## CABLE TV

Prior to establishing cable TV and internet service, some providers request a letter of permission from the property owner, which we are happy to provide. Unfortunately, because of damage we have experienced in the past, the **installation of satellite dishes on our buildings is NOT permitted**. All our properties have access to wired cable TV and internet through standard providers.

## MOVING DAY

**Please contact our office in order to arrange key pick up.** Although we will use our best possible efforts, certain factors such as high volume move-in periods (i.e. June through September) or move-out related delays may prevent us from being able to completely prepare your apartment by your move-in date. In most cases, preparation is completed no later than the 10<sup>th</sup> day after the lease commencement date. We appreciate your understanding in this matter and apologize for any inconvenience and unforeseen delay may cause you.

## EMERGENCIES, REPAIR SERVICES OR LOCKOUTS CALL

Contact our office at 508-534-9768. Please note that there is a \$95 charge for lockout service.

*We hope you enjoy your stay with us! Please contact us with any questions, comments or concerns.*

76 Tupper Rd., Suite 10, Sandwich, MA 02463  
508.534.9768