

FIRST TIME RENTER SURVIVAL KIT

DOCUMENT CHECKLIST

- Valid Government Issued IDs (2)
- Proof of Billing
- Certificate of Employment (COE)
or paylips
- Proof of Income for Self-Employed
(Bank Statement or ITR)
- Duly Accomplished Tenant Form

MINI EXPENSE TRACKER

One Month Advance:

Two Months Deposit:

Internet Setup:

Moving Cost:

Initial Groceries:

Utility Activation:

MOVE-IN CHECKLIST

- Schedule and reserve the elevator or move-in slot
- Hire and confirm logistics/movers
- Bring cleaning supplies for pre move-in wipe down
- Pack essentials (toiletries, beddings, clothing, charger) separately
- Take photos videos of the unit condition before move-in
- Confirm water and electricity activation
- Apply or activate internet connection
- Notify building admin/security of move-in time and vehicle
- Have cash ready for deposits or last minute payments.

NOTES