



WELCOME TO YOUR NEW HOME!!

Your new address is 353 W. San Marcos Blvd., Apt. # _____, San Marcos, CA 92069

Scheduled move-in date: _____

San Diego Gas & Electric: (800) 411-7343
SBC (telephone): (800) 310-2355
Cox Cable: (760) 599-6060

Please have your gas & electric started on: _____

This will allow us to check all electrical items in your apartment and make any necessary repairs before your move-in day. You do not have to be present for your utilities to be turned on. Simply request that they come to the rental office and our staff will handle this matter for you. This will further enable you to concentrate on your moving.

We ask that the remainder of your move-in costs be paid with either a cashier's check or money order. These remaining costs are noted below. **We will need these funds on or before your move-in day.**

\$ _____	First month's rent	\$ _____	<Move-in special>(*OAC*)
\$ _____	Security deposit balance	\$ _____	<Holding deposit>
\$ _____	Pet deposit		
\$ _____	Pet rent	\$ _____	TOTAL DUE

If you are moving on a date other than the first of the month, a prorated amount will be due on the first of next month.

Your prorated amount is \$ _____ due on _____ first.

Move-in Day: Your lease agreement will be ready to sign on your scheduled move-in day unless prior arrangements have been made. Please allow about 30 minutes to complete your move-in paperwork. All adults whose names appear on the lease agreement must sign and all monies must be paid before any keys are issued.

Please call the office to confirm your move-in date or to preview your apartment prior to move-in. Our office number is (760) 471-7500. Our office is open daily for your comments and questions and we are always available to you in person or by phone should you have any questions or concerns regarding your move.

Once again, thank you for choosing Benchmark Apartments.

Sincerely,

Angie Guzman

Resident Manager 353 West San Marcos Boulevard • San Marcos, CA 92069

Telephone (760) 471-7500 • Fax (760) 471-2932 • E-Mail: benchmark@pmomas.com