



The Williamsburg Condominium Move-In/ Move-Out Agreement

THIS MOVE-IN/MOVE-OUT AGREEMENT, made this _____ day of _____ 20____, by _____, hereinafter referred to as Resident, and between The Williamsburg Condominium, hereinafter referred to as the Condominium.

Move into Unit _____ OR Move out of Unit _____		
Month/Day/Year	Start time	Finish time
_____ Please Note if Move out date is different than end of lease date.		

The Resident agrees to pay a "Move-In/Out Fee" in the amount of \$250.00 for a move occurring Monday through Friday or \$300.00 for a move occurring on Saturday and a "Refundable Security Deposit" in the amount of \$200.00. These amounts are to be submitted via two separate checks made payable to The Williamsburg Condominium and due in the Management Office at least 48 hours in advance of any move.

No move shall commence prior to the receipt of the required payments. This includes the use of the freight elevator and loading dock, or in the case of the Terrace level units the back driveway and G1 garage doors.

In circumstances where a move requires multiple days, the "Move-In/Move-Out Fee" of \$250.00 or \$300.00, as appropriate, must be paid for each day.

Moves shall be scheduled on a first-come, first-served basis. Only one move will be allowed per day from 8:00a.m. to 6:00p.m., Monday through Friday, and 8:00a.m. to 2:00p.m. on Saturday. **No moves or packing by contractors will be permitted on Sundays or holidays.** No move may commence after 2:00p.m on weekdays or 11:00am on Saturdays. Any exceptions must be approved by the Board of Directors.

- A. Forfeiture of Deposit:** In accordance with the Williamsburg Rules & Regulations, the deposit shall be automatically forfeited for the following reasons (and the forfeiture of deposit may be in addition to any damage assessment): The move or contracting work extends beyond 6:00 p.m. on weekdays or 2:00 p.m. on Saturdays, or anytime on Sunday, without the prior permission of the Board of Directors; Moving or construction debris is not removed and the common areas used are not cleaned up by 6:00 p.m. on weekdays or 2:00 p.m. on Saturdays; Trucks remain on the property beyond 6:00 p.m. on weekdays or 2:00 p.m. on Saturdays without the prior permission of Management; Any breach of the Bylaws or these Rules and Regulations; Damages to common element structures, including but not limited to elevator, walls, carpeting, ceiling, loading dock entrance and doors. No move may be made until proper authorization has been obtained from the Management Office. Failure to obtain such authorization will result in an additional \$100 fee assessed against the Unit whose Resident engaged in an unauthorized move.

The Resident agrees not to commit or suffer to be committed any WASTE OR NUISANCE on the premises or permit the same by the moving help in contravention of any Rules and Regulations of the Condominium. Further, the Resident agrees to defend, indemnify and hold harmless the Condominium in respect thereof; to secure the Condominium in part; against loss, damage or expense resulting from the use of the premises and the common property located therein by the Resident hereunder; and the Resident hereby waives any claim to such security deposit or any portion thereof which the condominium, in its sole discretion, shall retain as compensation for damages to common areas or willful violation to the Rules and Regulations.

Signature	Printed name	Date
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FOR THE CONDOMINIUM:

Signature	Printed name	Date
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