



Attention Residents:

This notice is for all residents with leases expiring **July 31, 2026**. To help you prepare for your move-out, we have put together a checklist and key information to ensure a smooth transition. Make sure to visit www.1883atx.com to view complete move out information, including flyers for optional services like **Quick Draw Checkout**, where we walk your apartment with you, and **Range Ready Clean Move-Out**, where you to leave the cleaning to us!

To make the process of assessing damage easier, we ask that you please leave your bedroom door unlocked. If your apartment is furnished, you will need to move all furniture away from the walls, into the center of each room. Failure to move furniture will result in a \$100 fine, per room.

APARTMENT CONDITION UPON MOVE-OUT:

Your apartment must be returned in the same condition as when you moved in. You are responsible for any damage, including marks or holes in the walls, overall cleanliness, and condition, including appliances and furniture. Please see the items below as a list of what we are checking after you vacate your apartment:

- **Floors:** Sweep/Mop floors, dust off base boards.
- **Walls:** Please remove any nails, hooks, curtain rods etc. Check areas behind beds and desks, as these can become dirty over time. Cleaning these areas can help reduce paint charges.
- **Windows:** Clean windowsills. We also look for bent, missing, or torn blinds/screens.
- **Fans:** Dust off ceiling fans in both common areas and bedrooms.
- **Bathroom:** The tub, shower, toilet, sink, and fixtures need to be cleaned thoroughly. The floor should be mopped, and the counter and cabinets wiped down.
- **Kitchen:** All appliances should be cleaned and emptied of any residual food. Be sure to clean the inside and outside of the refrigerator, stove, oven, microwave, and dishwasher. These appliances are often forgotten, and the cleaning charges for these items add up quickly. Do not forget your washer and dryer...empty the dryer's lint trap!
- **Trash:** Anything left in the apartment is considered trash and will be billed accordingly. Take all the trash to the trash rooms. Do not leave any items in the apartment **or** outside the front door. If we remove any trash, boxes or unwanted items from your apartment, your account will be charged \$35+ per bag. Larger items will be billed based on the size of the item. This is the area that we notice the highest amounts of charges for people moving out. Please take **everything** from the apartment with you. Trash-out charges can double or even triple your Final Account Statement very quickly.
- **Electrical Plate Covers** - Missing or damaged.
- **Furniture**- All furniture needs to be wiped down and free of debris. Drawers need to be empty and clean.

The Move Out Walk Sheet we use to assess move out charges is available to view at www.1883atx.com. Any applicable charges on that page will be added to your Final Move-Out Statement and will be due within 30 days. Any common area charges will be divided by the number of leases in the apartment, and all bedroom charges will be split by the number of leases in the bedroom. Please feel free to contact the Leasing Center if you have any questions!

IF YOU PLAN TO MOVE OUT EARLY:

A few things to remember if you are planning to move out earlier than the expiration date on your lease contract:

- The electricity in your apartment **must** remain in your name until the lease contract expiration date.
- Renter's Insurance **must** remain active through July 31.
- You are liable for all water bills, recurring fees, and your monthly rental installment through July 31.
- You are still liable for any damage caused before the lease contract's expiration date.
- If you have AutoPay set up on your payment portal, please remember to disable it before August
- If all roommates are moving out early, this is a great opportunity to sign up for a Quick Draw Checkout!

FINAL MOVE OUT STEPS:

To finalize your account with 1883 at Cameron and Montgomery, you must **TURN IN ALL KEYS** you received at move in and throughout the year to the Leasing Center. The keys include a Key Fob that is used on your front door, bedroom key, mailbox key and parking tag (if applicable). **All keys must be turned in together.** The deadline to turn in keys is **August 1, 2026, at 12:00 PM.** Any keys received after that time will be charged as keys not returned. We will have a drop box available at the Leasing Center if you need to turn in your keys after hours on July 31.

****PLEASE BE ADVISED** Your key fob is programmed to expire at midnight on July 31.** After that time, it will no longer grant access to your front door, the building, or the Leasing Center.

Key charges are as follows:

Key Fob: \$50

Bedroom Key: \$25

Mailbox Key: \$25

Parking Pass (if applicable): \$50

When you return your keys to the Leasing Center, you will be asked to provide a **U.S. forwarding address.** This is where we will mail your **Final Move Out Statement** and any **deposit refund** (if applicable). The Final Move Out statement is an itemized summary of your final charges and will be mailed and emailed within **30 days** of your lease end date. You can expect to see the final water bills automatically deducted. Because the billing period does not align with the calendar month, this will show as two bills.

If someone else is turning in your keys, please ensure they have your correct forwarding address and all keys. We cannot verify the accuracy of the address provided. Missing or incorrect information is the most common reason for delays in receiving your statement or refund.

To be eligible for an electronic deposit refund you must have a Refund Account added to your Resident Portal. A small convenience fee may apply. You will be required to provide a U.S. Forwarding Address for electronic refunds.

All final balances must be paid within **60 days** of your lease end date. Accounts with unpaid balances will be turned over to a **third-party collection agency**, and both the leaseholder and guarantor may be reported to the **credit bureaus.**

Please know that we welcome all questions you may have about the move-out process or anything regarding your lease contract. We want to thank you for your cooperation in the move-out process, and trust that your stay with us has been an enjoyable one. It has been a pleasure having you as a resident at 1883 at Cameron and Montgomery. We offer our best wishes to all of you in the future!

Thank you,
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