

Move-In/Move-Out Information

North Lake Associates, 15 Lake Street, White Plains NY 10603

Please retain for future reference.

(Revised December 2018)

Resident Manager: Eric Granja

Assistant: Peter Kovacs

Move-In/Move-Out Procedures

1. Please contact Mimi Toohey by email at mimi@derosarentals.com to schedule your moving date. Only one tenant will be scheduled per time slot on a first come first served basis. Protective pads will be placed on the elevators so they are not damaged. You are responsible for the return of the elevator pads. If you cannot locate the resident manager, please store them in your apartment until they can be returned.
2. Moving is permitted 9:00 AM - 4:00 PM Monday through Saturday only. No moving is permitted on Sundays or Holidays.
3. All moving must be done through the side door in the carport or through the stairwell door next to the main entrance.

Utilities

You must be present for all service connections.

The resident manager cannot give anyone access to your apartment.

Electricity: Con Edison 1 800 752-6633. Contact Con Edison prior to your move-in date

Cable/Internet/Telephone: Verizon Representative: 929-271-6795

Cablevision: 914-777-9033

Parking

All parking is assigned and there are no provisions for guest parking. All illegally parked vehicles are subject to immobilization and/or towing. Parking is not included in your rent. A **“Parking Request Form”** with a copy of your vehicle registration must be submitted to obtain an assigned space. Please review the complete “Parking Policy” and your lease for additional information on parking rules and regulations.