



# MOVE-IN GUIDE

505 E. SANTA CLARA ST.  
SAN JOSE, CA 95112

408.564.0718  
[sparta505.com](http://sparta505.com)

## **WELCOME TO SPARTA505!**

Dear Future Resident,

Thank you for choosing Sparta505 as your new home. We are excited to have you become a part of our community and look forward to welcoming you home soon! The success of Sparta505 would not be possible without you.

There are a few small tasks that we require our residents to complete prior to move-in. This packet contains important information pertaining to your move-in schedule, required paperwork and documentation, as well as the general living experience at Sparta505. Please review this move-in packet carefully and be sure to complete all of the requirements prior to your arrival. We have attached a to-do checklist at the end of this packet. Please utilize this provided checklist to ensure that you are ready for your move-in day.

If you have any questions, please reach out to [info@sparta505.com](mailto:info@sparta505.com).

Welcome home!

Sparta505 Management Team

## MOVE-IN DAY

We want to make sure your move-in goes smoothly. Please read these instructions so you know what to expect on your move-in day.

Your move-in day is stated in the lease agreement as the “Commencement Date.”

If you signed a lease for the fall, your move-in date is August 15th, unless otherwise noted.

On August 15th, each floor will be assigned a different time slot to move-in:

- 7th Floor - 10 AM to 11 AM
- 6th Floor - 11 AM to 12 PM
- 5th Floor - 12 PM to 1 PM
- 4th Floor - 1 PM to 2 PM
- 3rd & 2nd Floor - 2 PM to 3 PM

After 3 PM and until 5 PM, those who are unable to arrive during their assigned time slot may stop by to pick up their keys. Please note that there may be longer wait times during the make-up period.

A table will be set up in the main lobby where residents will go to receive their keys. Please bring a valid photo ID with you (Accepted IDs: Passport, Student ID, Real ID, Driver’s License).

If you are unable to move-in on your lease start date, you may pick-up your keys any day afterwards during our office hours. Our office opens at 10 AM and closes at 5 PM on weekdays and from 1 PM to 5 PM on weekends. Please pick up your keycard during these hours.

Each resident should inspect the condition of their room upon moving-in. Residents should make notes of possible pre-existing damages to the unit using maintenance tickets to avoid being charged for repairs. A unit condition checklist can be found on our website.

We have a limited number of parking spaces designated for unloading. Given that spaces are available, residents may use our on-site parking garage located on Eleventh Street to unload their belongings for up to 30 minutes only. You may also park on the street. **Do not block the garage entrance or the intersection.** Always check signage and park legally. Sparta505 is not responsible for any parking violations, tickets or towed vehicles.

We have carts available to use during move-in day to bring your belongings to your room. Carts can be checked-out at the front desk and must be returned after use within 30 minutes. We will hold onto your photo ID until the cart is returned.

Please make sure you have submitted your rental insurance certificate on the resident portal and pay any unpaid balance prior to collecting your key card and RFID card (if you have parking). Those who have not completed these steps will be unable to move-in.

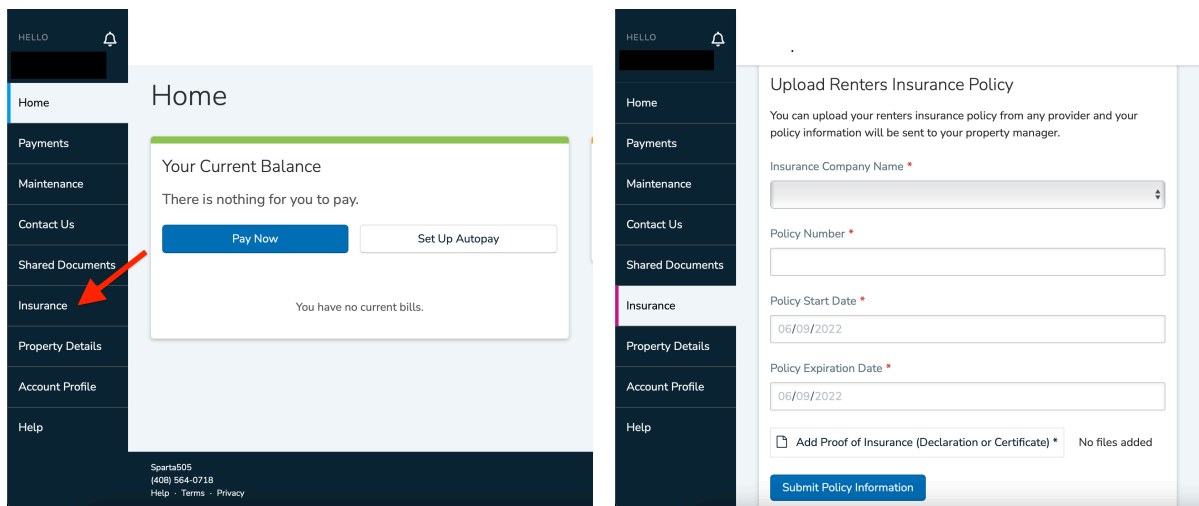
## REQUIRED DOCUMENTATION

All residents must have an active renter's insurance policy for the entire duration of the lease term. We recommend an insurance provider called Lemonade.

The renter's insurance policy must have:

- A personal liability coverage amount of \$300,000
- The name of the landlord, "Horizon Real Properties Holdings LLC dba Sparta505 and Pinewave Development Group, Inc." must be added to the policy as either "interested party," "additional interest," or "additional insured."

Residents must submit their policy number and upload proof of insurance to their resident portal under the "Insurance" tab prior to move-in. (See Below).



Both residents and cosigners are required to activate a resident portal via Appfolio. An activation link should have been provided via SMS and Email. Please contact [info@sparta505.com](mailto:info@sparta505.com) if the original email or message is no longer available to you.

## PARKING

### Onsite Parking:

We have a limited number of spaces designated for unloading during your scheduled move-in date and time. The garage entrance is located on 11th Street. If you purchased garage parking with us, please park in your assigned parking space. If you do not have a space with us, you may use one of our spaces numbered 1-10 for up to **30 MINUTES ONLY**. Once our gates are closed at 5 PM, All vehicles parked in our garage who have not paid for a space will be towed at vehicle owner's expense.

### Parking Outside:

If our garage is full, please park outside of the property. There is metered street parking outside of the building and free parking in the surrounding neighborhood. You should always check signage first to ensure you are parked legally. Do not block driveways, bike lanes or other vehicles. Sparta505 is not responsible for any parking violations, tickets or towed vehicles.

Please do not leave your car in the 495 E. Santa Clara St. parking lot or in the parking lots of any business. (Grocery Outlet, Vegetarian House, Vung Tau, etc.) This could result in a costly tow that we are not responsible for.

If your lease agreement includes a parking space, please make sure to register your vehicle with us and confirm that the license plate number, make, model and color of the vehicle is correct. You must park in your assigned space. Any unauthorized vehicles will be towed at the vehicle owner's expense.

The entrance of the onsite parking lot is located on 11th Street, just past the intersection of Santa Clara Street.

Do not block driveways, bike lanes or construction sites. Sparta505 is not responsible for any parking violations, tickets or towed vehicles.

Please call the leasing office at (408) 564-0718 if an unknown vehicle is occupying your space.

There are electric scooter and bicycle storage rooms available for all residents to use on the second floor of the onsite garage. Please contact the leasing office for more information.

Motorcycle and motor scooter parking is available in a limited quantity on the second floor of the onsite garage starting at \$60 a month. Please contact the leasing office for more information.

## WHAT TO BRING

- Lighting (Desk & Floor Lamps)  
**Please note that the individual bedrooms do not have lighting. Instead, an electrical outlet controlled by a light switch is provided in each room.**
- Bedding (Sheets, Pillows, Comforter) - Check if you have a Full XL or Twin XL mattress
- Towels
- Eating Utensils (Silverware, Cups, Plates)
- Cooking Utensils (Pans, Spatulas, Pots)
- Toiletries (Toothbrush, Toothpaste, Shampoo, etc.)
- Laundry Detergent
- Cleaning Supplies (Clorox Wipes, Swiffer Mop, Stove Top Cleaner, etc.)
- Trash Cans and Trash Bags

Carts will be made available for residents to move personal belongings. All carts must be returned to the leasing office within 30 minutes to allow for others to use.

## SETTING UP WIFI BY COMCAST

All residents should have received an email from Xfinity to set-up their account. Upon creating your account, you should receive another email by Xfinity with the WiFi network details, including the network name and the generated password.

The image to the right is an example of what the email from Xfinity will look like. It is titled *“You’ve Been Invited to Join an Xfinity Account.”*

If you did not receive an email from Xfinity, please create a maintenance ticket in your resident portal stating your situation and we will resolve your issue as soon as possible.

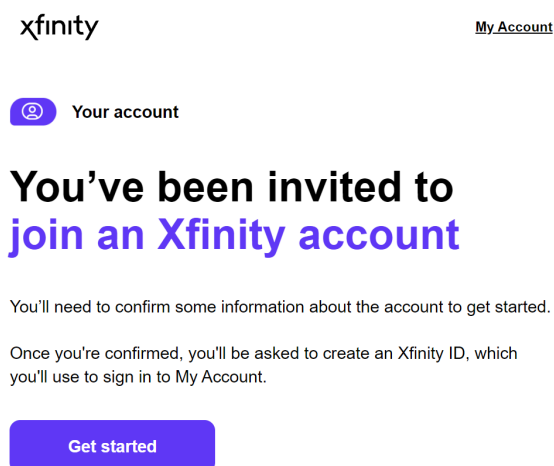
After registering with Comcast, you will have access to WIFI 6 internet anywhere in the building. The maximum speed per user per device is 400mbps inside your unit, fast enough to stream 4k videos, with bandwidth to spare. Internet speed elsewhere in the building depends on how close you are to an access point. For the best results, we recommend buying a USB3.0 WIFI adapter with a minimum rating of AC1300 Mbps.

If you are experiencing connectivity issues with the Comcast Wifi, please reach out to them directly via the contact information listed below:

Call Xfinity support at 844-790-6935, or 1-800-XFINITY, or email them at [XCsupport@comcast.com](mailto:XCsupport@comcast.com) and tell them the issues you are experiencing.

You can also call Xfinity at 833-455-2677 to schedule a technician to come out.

The Comcast representative for this building is Deisy Gomez. She can be reached at 925-758-5999 or [deisy\\_gomez@comcast.com](mailto:deisy_gomez@comcast.com).



## GENERAL RESIDENT INFORMATION

### Rental Agreement:

- Rent is due and payable on the first of every month. There is no grace period for the payment of rent (see paragraph 3B of lease agreement for details).
- Our lease agreement is binding and cannot be broken. If you cannot live at Sparta505 after signing your lease, you must find a person to lease your bed space and have them apply from our website. An administrative fee will apply. Please contact the leasing office for more information regarding lease breakages and transfers.
- Our lease agreement does not allow subleasing.
- You may not apply any part of the security deposit, during your tenancy, toward any part of your rent. (See paragraph 4B of the lease agreement).

### Renter's Insurance:

- Tenants are required to purchase Renter's Insurance with a minimum of \$300,000 in liability to cover:
  - your valuable property lost through theft or fire.
  - you being sued if someone is injured on the premises you rent.
  - if you damage the building
- Your policy must have the full name of the landlord: "Horizon Real Properties Holdings LLC and Pinewave Development Group" added as additional insured or interested party.
- Contact your insurance agent for information on obtaining renter's insurance.

### Telephone Number/Email Changes:

- Please notify us if your phone number/email changes, so we can reach you promptly in case of an emergency.

### Safety:

- Please take a minute to check where the fire extinguishers are located in the hallways.
- Familiarize yourself with the emergency exits and stairwells in the building. A map of each floor can be found on our website under the "Floorplans" tab.
- SJPD phone numbers are provided at the bottom of this move-in packet. (See Section: Resources & Important Phone Numbers)

### Emergency Contact:

For non-life threatening situations that occur between 5 PM to 10 AM, call our emergency after-hours phone number: 669.696.7266

Residents should call this number for the following reasons:

- Visible smoke or a fire
- Water leaks
- Excessive noise during our quiet hours from 11 PM to 8 AM
- Fighting or violent disputes (non life threatening)
- Trespassing
- Stuck in elevator

For life-threatening emergencies, please call 911.



## LIVING AT SPARTA505

### No Smoking:

- Residents must adhere to the “No Smoking” policy of Sparta505. Smoking is a breach of the lease agreement and is subject to termination. (See paragraph 14 of lease agreement)

### Trash/Recycling:

- There is one trash chute per floor. We recommend using no bigger than 13 gallon trash bags.
- Do not put recyclable material or cardboard boxes inside the trash chute. There are recycling bins in the trash rooms and in the garage.
- Please “flatten” your cardboard boxes before recycling them.
- Double-bag leaky trash to prevent spillage and staining on the floor.
- Trash rooms are camera-monitored. You may be charged for clean up costs if your trash is not disposed of properly, so please follow these instructions closely

### Mail/Package Delivery:

- Each unit is assigned a locker located in the main lobby for your mail. For small to medium size packages, it will be delivered to the aforementioned mail locker. For oversized packages, it will be delivered to the leasing office or your apartment. Your locker can be accessed using your keycard.

### Visitors:

- Visitors can call you from the Intercom located next to the front lobby door by inputting your unit number on the keypad. The intercom will ring your phone through the Firstkeeper app. You can talk to the visitor from your phone and open the door remotely using the app. We strongly discourage residents from allowing visitors to enter the building while they are not home.
- Residents are responsible for the conduct of their visitors.

### Lost Keys:

- If you lost your keycard or RFID parking card, please visit the leasing office. We will disable the lost key or RFID tag and issue a new one to you. An administration fee will be charged for the issuance of a new keycard or RFID tag.

### Moving Out:

- A letter will be sent to you detailing the move-out process. A good rule of thumb is to leave the unit in the same condition as you found it. You will not be considered moved-out until you turn-in your keycard to the leasing office and provide us with a forwarding address for your deposit.

## MAINTENANCE/REPAIRS

### Maintenance:

- For maintenance requests, please go to the Resident Portal from Sparta505.com.
- You have a right to expect repairs to be made promptly.
- Residents may be billed for repairs if found liable for damages. This includes: clogged sinks and toilets, stains and tears in furniture, scratched flooring, etc.
- Please be aware that you are also responsible for any damages caused by your visitors.
- We asked that you bring any problems and potential safety hazards to our attention promptly.
- Please keep your apartment clean and sanitary.
- Keep bathroom floors dry. Standing water around walls can cause damage to underlayment.
- Report unusual stains or black marks on the ceiling (usually caused by water damage).

### Protecting the floor:

- Whether you are moving in yourself or hiring a moving company, it is important to remind everyone that deep scratches in the floor are difficult to repair. You will be charged for scratches that we have to repair, since deep scratches are not considered normal wear and tear.
- A general rule of thumb is that scratches or damages less than 0.5 mm in width and less than 1 inch in length are considered normal wear and tear. After you move-in, it is a good idea to use area rugs to protect areas where furniture may be moving, e.g. chairs.
- Keep the floors dry.
- Do not ride scooters in the hallways as this burns the carpet.

### Drilling:

- You can hang items on the wall as long as you patch and paint any holes when you move out. Under no circumstances should you drill in the floor.
- Make a maintenance request if you are unable to patch holes yourself.

### Washing Machine and Dryer:

- Please clean the lint filter in the dryer before each use. You should also drain the dryer reservoir regularly. There is a removable portion of the machine that slides out (located on the top left) to allow access to the water reservoir, which you can pour into the sink.

## RESIDENT SERVICES

### Wifi6:

- A Wifi6 Access Point (a tall white plastic box) is located near the top of a wall in each unit. You should receive an email from Xfinity to set-up your network upon move-in. Please keep these credentials in a safe place. You can use any number of devices to log-in anywhere in the building including the common areas.

### Facial Recognition Intercom

- The main entrance to the building is equipped with a two-way smart intercom available for visitors to use to call tenants. Tenants should download the **FirstKeeper** app and create an account using the email you have on file with us. From the app, you can unlock the main door and communicate with guests downstairs. To dial a tenant from the keypad, enter their apartment number along with the bedspace. Bedspace A would be entered as 1, bedspace B would be entered as 2, and so on. Shared rooms would include an additional 1 or 2.
- For example: Bedspace 234-A would be dialed as 2341. Bedspace 234-B2 would be 23422.
- You can also upload your photo to the app to use face recognition to unlock the main door.

### TV Wall-Mount:

- We can mount your TV for free in the living room, though you must provide your own TV and mount.
- We can mount your TV in the bedroom for \$100, but you must provide the hardware.
- Please create a maintenance ticket via the resident portal to request an installation. We also require the resident to sign a liability waiver prior to installation.

### Printer/scanner:

- Each floor has a study lounge that is equipped with a black ink printer/scanner. The printers are free to use. If the toner is low or if the cable is missing, please contact the leasing office.
- Printer instructions can be found on the FAQ section of our website, Sparta505.com.

### Extra Storage:

- We have a limited number of extra storage units you can rent. Please see leasing staff for more details.

### Cleaning/Maid Service:

- Cleaning/maid services are available for a fee. Please see leasing staff for details.

### Reservations for Private Functions:

- Our common areas and amenities are first come first serve. For courtesy and consideration of your fellow residents, we ask that you use these facilities no more than 1 hour at a time.
- You can reserve any common area for a private function (e.g. birthday party, yoga class, group class projects, music instrument practice, etc.) at no additional cost. Please see leasing staff for details.

### Security Guard:

- The security guard is the go-to person for non-life-threatening emergencies or issues that require immediate assistance. Examples include: losing your keycard, neighbors disturbing the peace, vehicles parked in your assigned space, smoking and other violations of house rules, and getting locked-out. For life-threatening emergencies, please call the authorities immediately. To report maintenance issues, go online to the resident portal and submit a maintenance request. If you are locked-out after-hours, call (669) 696-7266.

## SPARTA505 HOUSE RULES AND REGULATIONS

Effective 01/01/2025

1. This is an addendum to, and a part of, the Lease agreement between Landlord and Tenant.
2. Tenants and their visitors should strictly observe these house rules, particularly the NO SMOKING rules. Tenants must accompany visitors at all times and are responsible for the conduct of their guests. Violators are subject to the following fines in addition to the cost of any remedial/cleaning actions:
  - a. First offense - \$100
  - b. Second offense - \$200
  - c. Subsequent offense – \$400 + possible termination of lease for breach of contract
3. Tenants shall be entitled to quiet enjoyment of the premises, and shall respect such rights of other tenants by not making loud or disturbing noises during the hours from 11pm to 8am. Tenants of the unit can refuse any overnight guest that is staying in the Premise.
4. All electric bicycles and electric scooters (e-devices) are not permitted in the elevators or inside the unit. All e-devices must be stored in the designated storage room on the second floor. Riding bicycles/scooters/e-devices in the common areas is strictly prohibited, as well as any other activities that may endanger others. Failure to comply may result in fines and other repair costs.
5. Tenants and their guest(s) may be billed for the cost of repairs if found liable for damages, including, but not limited to: clogged drains or toilets, stains or tears in furniture, and scratched or damaged flooring. Any repair costs will be charged to the responsible party. Tenants are financially responsible for damages or violations caused by guests.
6. All personal items including, but not limited to: recreation, health, sports and/or hobby equipment, tools, brooms, cleaning supplies, trash and recyclables, etc., shall be kept out of view. No rugs, towels, articles of clothing and/or linens, or any such items shall be hung on the exterior of the building, on balconies or patios, or in any of the common areas. No mops, brooms, or rugs are to be shaken from the same, or from open windows.
7. Highly combustible or hazardous items, such as gasoline, are prohibited and shall not be used or stored anywhere on premises or exterior storage rooms or any common area. The use of candles, incense, and/or open flames of any kind inside the premises is strictly prohibited. Only battery operated candle products are permitted.
8. Occupancy by guests for more than ten days in any six-month period is prohibited without Landlord's written consent and shall be considered a breach of the Lease Agreement. Any non-approved stayover can be subject to a fine of \$100 per night per guest.
9. Tenants shall park their vehicles in their assigned parking space(s) only. Guests shall park on the street or the Tenant's assigned space. Unauthorized parking is subject to towing at the vehicle owner's expense. Landlord is not responsible for any parking tickets or towed vehicles.
10. Tenants shall not wash their vehicles or use any of the water bibs for personal use on the premises.
11. Tenants shall keep their units and any exterior storage rooms in good and clean condition, and free from any objectionable odors.
12. Tenants or their guest(s) shall not litter in the common area. Trash must be disposed of properly, in the trash room. Boxes must be broken down and placed in the dumpster. Trash and recyclables should never be left in hallways or any of the common areas. Violations may result in fines, cleaning costs, and pest extermination fees.
13. No burglar alarm system shall be installed by Tenant without prior written consent of the Landlord. If installed, Tenant shall provide instructions to Landlord on how to disarm such system.
14. BBQ Grills are NOT allowed except the two provided by Landlord in the courtyard.
15. Tenants shall not solicit other tenants for any services or donations.

16. Tenants shall not bring any devices into their units that do not comply with the technical specifications established by the FCC, including, but not limited to: signal leakage, which may interfere with TV or internet services.
17. Any and all pets must be approved by Landlord before the pet can move-in and are subject to the terms and condition of the Pet Addendum and/or Emotional Service Animals Addendum. (These two Addendums supersede these house rules whenever there is any conflict of term and condition between the Addendums and other house rules). A pet deposit and a monthly pet fee applies. Only dogs and cats are allowed on the premises. Any approved pets must be under 35 lbs. when fully grown. Breed must be approved by the Landlord. Unacceptable dog breeds include, but not limited to: Chow, Pit Bull, Rottweiler, Doberman, Pinscher, German Shepherd, Great Danes, Mastiffs and Wolf or Wolf hybrid. Unacceptable cat breeds include, but not limited to: anything that is a wild breed or cross bred with a wild cat. Any other animals are prohibited from being on the Premise. Landlord has the absolute discretion to demand any pet or ESA removed from the premises immediately with or without prior warning.
18. The NO SMOKING rules also includes marijuana, and any electronic smoking devices using marijuana. Please refer to Smoke Free Lease Addendum for details.
19. Any illegal and/or drug-related illegal activity will be a material violation of the Lease and is cause for immediate termination of the lease. Please refer to "Lease addendum for crime-free/drug-free housing" for details.
20. Pets should be on a leash and secured by a competent adult at all times in the common areas. Tenants shall clean up after their pets.
21. Each unit has its own electricity meter under Landlord's registration. Each tenant will be covered up to \$35 per month on electricity usage. No balance can be carried forward or backward. Any overage amount will be divided by the number of Tenants in the Premise and charge to your account accordingly.
22. All maintenance requests that are not emergency-related in this document will be fixed at the discretion of Landlord. Tenant shall notify Landlord of major damages including, but not limited to: flooding, fire, etc., immediately.
23. Landlord will not be responsible for any damage, theft and loss of personal property. Tenants agree to waive any right to claim Landlord for any loss and damage known or unknown. All tenants agree to not use or borrow other tenants' personal items(s) without the approval of the property's owner. Any exception(s) to this rule will be clearly stated and agreed upon, and the owner retains the right to change his/her mind about sharing the property. Personal property includes, but not limited to: electronic devices, clothing, food, kitchenware and household supply, etc.
24. Kitchen, living room, bathroom (except the bathroom in the master suite) and all appliances provided by Landlord are shared by Tenants. Tenants agree to share the responsibilities of cleaning and maintaining the Premise and the appliances, and keeping such in good condition. Any damage and excess wear will be charged against the tenant by headcount. Unless consent is given by all parties, any damage caused by a particular tenant shall be charged only to the tenant who caused the damage.
25. Tenant shall make no alterations or improvements without the consent of Landlord. Tenant shall be liable for any repairs necessary during or after tenancy to restore Premises to the original condition.

## RESIDENT RESOURCES

### Appliance User Manuals:

Links to all appliance user manuals are provided on the [www.sparta505.com](http://www.sparta505.com) website.

### Resident Forms:

Copies of all forms used during tenancy are provided on the [www.sparta505.com](http://www.sparta505.com) website.

### Sparta505 on Social Media:

Follow [@SJ\\_Sparta505](https://www.instagram.com/SJ_Sparta505) on Instagram to participate in our giveaways and for details regarding community events.

## IMPORTANT PHONE NUMBERS

### Sparta505:

Main Office - (408) 564-0718

Email - [info@sparta505.com](mailto:info@sparta505.com)

### Sparta505 Office Hours:

Mon-Fri: 10 AM - 5 PM

Sat-Sun: 1 PM - 5 PM

(Closed on weekends September thru February)

After-hours emergency line - (669) 696-7266

### San Jose Police Department:

Emergency Calls - 911 or (408) 277-8911

Non-Emergency Calls - (408) 277-8900

### San Jose State University Police Department:

Emergency & Non-Emergency Calls - (408) 924-2222

Anonymous Tip Voicemail or Text - (408) 337-2919

### Spartan Saferide:

UPD Safety Escort/Saferide Shuttle Line (SJSU Students Only) - (408) 924-2000

## POINTS OF INTEREST

### Food:

#### **House of Bagels**

505 E San Carlos St  
9 Minute Walk

#### **Vegetarian House**

520 E Santa Clara St  
Across the Street

#### **Sammy G's Pizzeria**

330 S 10th St #100  
10 Minute Walk

#### **The Last Round Tavern**

354 E Santa Clara St  
6 Minute Walk

### Groceries:

#### **Grocery Outlet**

272 E Santa Clara St  
10 Minute Walk

#### **Target**

533 Coleman Ave  
8 Minute Drive

### Parks:

#### **Backesto Park**

13th St & E Empire St  
5 Minute Drive

- Dog Park
- Baseball Field
- Two Basketball Courts
- Eight Tennis Courts

#### **Roosevelt Park**

901 E Santa Clara St  
10 Minute Walk

- Picnic Areas
- Skate Park

#### **Vegan Donut and Cafe**

449 E Santa Clara St  
2 Minute Walk

#### **Lee's Sandwiches**

260 E Santa Clara St  
9 Minute Walk

#### **Phở Passion & MIntea Bar**

301 E Santa Clara St Unit A  
6 Minute Walk

#### **Kali Noodles and Tea Bar**

374 E Santa Clara St.  
5 Minute Walk

#### **Safeway**

1489 Bird Ave  
10 Minute Drive

#### **Whole Foods**

777 The Alameda  
7 Minute Drive

#### **William Street/Olinder Park**

16th St & E William St  
4 Minute Drive

- Picnic Areas and BBQs
- Separate Small & Large Dog Parks
- Tennis Court/Athletic Fields
- Walking Trails

**Attractions:****San Jose Museum of Art**

110 South Market Street

8 Minute Drive/23 Minute Walk

Modern & contemporary art museum with an emphasis on west coast artists

**San Pedro Square Market**

87 North San Pedro Street

5 Minute Drive/20 Minute Walk

Food court with outdoor seating & live music

**North San Pedro Street**

17 North San Pedro Street

5 Minute Drive/18 Minute Walk

Pedestrian street lined with artisanal restaurants and bars

**Paseo de San Antonio**

184 South Fourth Street

5 Minute Drive/18 Minute Walk

Pedestrian pathway with various local cafes and restaurants

**4th Street Bowl**

1441 North Fourth Street

9 Minute Drive

Bowling alley with 32 lanes, a karaoke lounge and billiard tables

**Winchester Mystery House**

525 South Winchester Blvd

14 Minute Drive

World-famous historical landmark renowned for its unique architecture and size

**Christmas In The Park (Late November through January 1st)**

194 South Market Street/Plaza de Cesar Chavez

8 Minute Drive/25 Minute Walk

Popular holiday event hosted annually featuring a roller skating rink, holiday-themed lights, trees and exhibits



**MOVE-IN CHECKLIST**

- Activate Resident Portal & Pay Outstanding Balance
- Submit Proof of Renter's Insurance to Resident Portal
- Check Your Move-in Date
- Have Photo ID Ready
- Reach Out to Your Roommates – Introduce Yourselves!
- Arrive on Move-In Day with Photo ID to Receive Keys
- Inspect Room for Pre-Existing Damages and Make Notes With Maintenance Tickets

You may borrow a cart on move-in day to move your belongings to your room. Carts can be checked-out at the front desk and must be returned to the lobby within 30 minutes. We will hold onto your photo ID until the cart is returned.

If you are in need of assistance to complete any of the necessary steps prior to move-in or if you have questions, please reach out to [info@sparta505.com](mailto:info@sparta505.com) or call our office at (408) 564-0718.

We look forward to welcoming you home!

Sparta505