

## Move-in and move-out Policy

Effective April 1, 2015

1. All Move-in and Move-out activities will be scheduled with the KVE Manager prior to the scheduled activity.
2. A front door monitor will be provided by the responsible person scheduling the Move-in or Move-out.
3. Move-in and Move-outs will be scheduled Monday-Friday from 8am -5pm.
4. No move-in or Move-outs are allowed on Sunday.
5. Move-in or Move-outs may be scheduled for Saturday, after payment of a Move-in and Move-out fee of \$250 to cover Association costs in providing management monitoring.
6. Any facility damages resulting from a Move-in or Move-out will be billed at cost to the owner of record of the Condo unit involved.