Move-In and Move-Out Checklist

Simple steps for a smooth start and a full deposit return

Moving in

- ☐ Set up your portal login from the Rentvine invitation email, then set up AutoPay if you like.
- ☐ Put utilities in your name starting on your move-in day (your lease says which ones are yours; call the office if you're not sure).
- ☐ Upload proof of renters insurance (at least $100,000 liability) in your resident portal, or you'll be enrolled in our Rentvine coverage.
- ☐ Walk through the home with your move-in inspection report. Tell us about anything missing or damaged within the time your lease allows, with photos.
- ☐ Test smoke and carbon monoxide detectors, and find your main water shutoff and electrical panel.
- ☐ Check the furnace filter size and whether filters are your job (see your lease).
- ☐ Keep the Resident Guide and your lease handy. Both are in your portal.

Moving out

- ☐ Give written notice as your lease requires, and include your forwarding address.
- ☐ Pay all rent and charges through your last day.
- ☐ Schedule utility shut-off or transfer for the day after you move out. Don't shut off heat in cold weather.
- ☐ Remove all belongings and trash. Anything left behind may be charged to remove.
- ☐ Clean the whole home: kitchen and appliances (inside the oven and fridge), bathrooms, floors, cabinets, windows and sills.
- ☐ Replace burned-out light bulbs and the furnace filter if filters are your job.
- ☐ Patch small nail holes only if your lease allows. Don't paint unless we approve it.
- ☐ Return all keys, garage openers and mailbox keys. The office is by appointment only, so call or text (563) 549-7860 to arrange it. You remain responsible until keys are returned.
- ☐ Take photos or video of each room when you leave.

Your deposit

How it works	After you move out we inspect the home and compare it to the move-in report. Normal wear and tear is not charged. We return your deposit, with an itemized list of any deductions, within the time state law requires, to the forwarding address you give us.

Need something?

Repairs	The best way: submit a request in your resident portal under Maintenance.
Emergencies	Call the office at (563) 549-7860. Fire, gas smell, or anyone in danger: call 911 first.
Office	Call or text (563) 549-7860 for rent, questions and emergencies. The Ryder Group, 3111 N. Brady St., Davenport, IA 52803
Resident portal	rydergroup.rentvine.com/portals/resident, or the Rentvine app