



P.O. Box 222
4175 E. Bluegrass Rd.
Mt. Pleasant, MI 48804-0222
Phone: 989.772.2222
Fax: 989.773.6666
www.unitedapts.com
info@unitedapts.com

Dear Future Resident,

WELCOME TO UNITED APARTMENTS! In order to ensure that your Move-In Process runs as smoothly as possible, please read the following carefully:

All keys should be picked up from our United Apartments Main Office located at 4175 E. Bluegrass Road (just past Target)

Payment Plan

Each resident will be issued an apartment key on the scheduled day of move-in **ONLY** if: 1. Lease is completed in full, including all signatures, 2. All fees are paid in full, 3. All rent for the apartment is current.

You will want to make your initial rent payment early enough so that it is paid when you come to pick up your key. Once you have chosen the payment plan you wish to follow, please be sure to note when subsequent payments are due. **This is the only reminder that you will receive pertaining to your rental payments.**

We will accept cash, check, money order, and debit card payments in all of our leasing offices, and offer several options through online payment as well. You can use your Visa, MasterCard, Discover and e-checks as online payments at no extra charge to you. You may want to take advantage of our **Auto Pay** options online. You will need to create a profile at www.unitedapts.com and we will deduct your rent for you each month. There are no longer any forms to fill out in the office; everything can be set up online!!

Utilities

We would suggest that you contact the necessary utility companies at least 3 weeks prior to your move-in date. This should ensure that your utilities are connected at the time of move in. For your convenience, the telephone numbers are listed on your lease. When you contact the electric company, you will be asked if your breakers are off and if someone will be there when they come; please tell them yes for both of these questions. Please remember if United pays for your cable and/or internet, it will already be hooked up for you; there is no need to call those companies for service.

Parking Permit

On your move-in day, please remember to bring your current vehicle registration and current driver's license so that we can issue your parking permit; you can not park in your complexes lot without one. **Parking permits are issued for a vehicle registered to you or your parents only!** If you are a current tenant re-signing, please return your old parking sticker and get a new one. Your current parking sticker expires in August.

Internet Registration

You can now register your computer before move in via our website. This time saving option is located under "Resident Services", "Internet Registration". By doing so, your internet will be up and running when you move in.

Thank you for allowing United Apartments to provide you with your housing needs for the upcoming school year. We look forward to assisting you during your stay with us. Should you have any questions, please contact us at (989) 772-2222 or Main@unitedapts.com.

Sincerely,

United Apartments

[SouthPoint Village](#) – [902 Franklin](#) – [Main Street](#) – [West Campus Village](#) – [1019 Douglas](#)
[Washington Village](#) – [Polo Village](#) – [Emerald Village](#) – [Hickory Lane](#) – [330 Cherry](#)
[Union Square](#) – [WestPoint Village](#) – [Deerfield Village](#) – [Jamestown](#) – [Western Islands](#)