

Weston Place Move-In and Move-Out Procedures

Contact the Property Manager

New residents should contact the Weston Place Property Manager to schedule a building walk-through to become acquainted with the property prior to their move-in day.

Unit owners/new residents must contact the Property Manager in advance to schedule a date and time for all moves; multiple moves cannot occur at the same time.

Moving Days/Times: Monday-Saturday, 8:00 am until 5:00 pm.

Use of Entrances/Garage/Elevators during the Move

Lobby: Using the front lobby for a move-in, a move-out, or the transfer of large household items (each a "move") is prohibited unless the Property Manager has granted explicit, written exception in advance of the move.

Moving Trucks: If you have a moving truck, the truck must be parked outside the garage doors in the spot marked with white lines. There is to be no ramp(s) blocking the driveway. To maintain building security and to minimize garage HVAC operation, the garage door and pedestrian door shall not be propped open. Movers should use the pedestrian door for moving boxes, furniture and other items.

Elevator: The Freight elevator (furthest elevator on the left) must be used during moves. Boxes and furniture should be moved from the garage into the hallway by the elevators and then loaded into the Freight elevator only.

Security/Insurance/Property Damage

Weston Place must remain secure at all times. It is the owner's, occupant's, or tenant's responsibility to supervise movers during the move-in or move-out. Movers are NOT allowed to prop open garage or other doors at any time without supervision. If door supervision is needed, contact the Property Manager.

All movers (commercial/professional) must provide certificate of insurance to the Property Manager prior to the day of moving into Weston Place. Owners are responsible for verifying movers' insurance prior to the move.

By purchasing a Weston Place Residential Unit, a Unit Owner, including on behalf of their tenant and invitees, agrees to hold the Association harmless for any personal injury or property damage which occurs to the Unit Owner, their tenants or invitees or any other person as a result of a move involving the Unit Owner's Unit, including in compliance with this policy. In the event of personal injury or property damage resulting from a move including from one or more persons' unauthorized presence in the Building, the Unit Owner of the Unit which is the subject of the move must indemnify the Association for any costs the Association incurs related to such personal injury or property damage, including the cost to repair any Common Element damaged as a result of the move.

Pods

Pods are strictly prohibited unless the Board of Directors has granted an explicit, written exception in advance of the move.

Moving In/Out Map – Weston Place Condominiums
Created by Britney Simpson (December 2020)



University Ave.

625 N Segoe Rd

N.
Segoe
Rd.

Frey St.

Garage Doors

NO
PARKING

Main
Entrance to
Lobby

↑
Parking
stall for
moving
trucks