

IMPORTANT INFO ABOUT YOUR MOVE IN

The big day is almost here! We know everyone is getting excited and our staff is no exception, we can't wait for you all to see the finished product!

MOVE-IN TIMES:

To make the move-in process as smooth as possible, we have created time blocks for your arrival. The time blocks are assigned based on your floor number. Please see below:

TIME	FLOORS
9 AM - 10:30 AM	FLOOR 7 & 8
11 AM - 12:30 PM	FLOOR 5 & 6
1 PM - 2:30 PM	FLOOR 3 & 4
3 PM - 4:30 PM	FLOOR 2

Please be sure to bring your photo ID in order to pick up keys.

FAST PASS & DRIVE-THRU MOVE-IN:

To be eligible for Fast Pass, you must have:

- Completed all lease paperwork, including Unit Assignment Addendum
- Paid all applicable fees and deposits
- Paid August rent installment by July 19th.
- Provided us with confirmation number from Pacific Gas and Electric (PG&E, 1 per apartment)
- Provide us with your [renter's insurance](#) confirmation (1 per apartment/per person)
Once you have completed the above items, we will email you your Fast Pass ticket.
- Provide us a copy of your liability insurance coverage if you aren't going through the community's program

**Most of you have already completed your paperwork and will only need to pay your August installment and provide us with your PG&E Confirmation number and renter's insurance confirmation. If you have not completed your Unit Assignment addendum or other paperwork, we will be contacting you*

SETTING UP ELECTRIC SERVICE:

Pacific Gas and Electric will be the electricity provider for Stonefire. One person from each apartment will need to set up an account and provide Stonefire with your confirmation number.

To start your service online, please go to **PGE START/STOP Service**

At this time, you will be asked to enter customer specific information. When typing in your address write it as this:

**2010 Milvia Street
Unit #____
Berkeley, CA 94704**

**Signing up for recurring payments with a checking account, will waive the deposit.*

If you encounter problems creating your PG&E account, please contact PG&E customer service at 1-877-660-6789

MOVE-IN DAY PROCEDURE:

All residents will arrive at the front of StoneFire on move-in day. FastPass residents will be able to quickly receive their keys at the first check-in station. All other residents will be directed to a second check-in station in the office to finish their required paperwork and payments before receiving their keys.

MOVE-IN DAY PARKING:

Because of our convenient location, StoneFire was designed to accommodate a particular number of vehicles. On move-in day, residents who have purchased The Stonefire parking pass will have priority parking in the garage. Any vehicles delivering belongings on move-in day (that cannot park in a paid garage parking spot) will need to bring enough moving help so you can quickly unload so the vehicle can leave the unloading area.

We want you to have an incredible move in day experience so please call our office at 510-984-1331 if you have any questions about the above information.

Welcome to Stonefire at Berkeley! See you on Move - In Day.