

JEFFERSON SQUARE CONDOMINIUM ASSOCIATION
APPLICATION FOR MOVING IN or OUT

FAILURE TO COMPLETE THIS APPLICATION WILL
RESULT IN A \$100.00 FINE FOR NON-COMPLIANCE

I certify I have received, read and will adhere to the Jefferson Square Moving Procedures:

Signature: _____

Date: _____

I understand that I will be subject to fines and will be responsible for resulting damages if the Jefferson Square Moving Procedures are not followed by me, my tenants (if applicable) and/or my movers:

Signature: _____

Date: _____

Owner/Occupant Information:

Name: _____

Phone: _____

Address: _____

Unit#: _____

Moving Date: _____

Moving In or Out? _____

Moving Time: _____

Moving Company Information:

Moving Company Name: _____

Contact Name: _____

Contact Phone: _____

Please complete the above listed information and submit at least 10 business days prior to the move, along with a damage deposit in the amount of \$500.00* made payable to Jefferson Square COA to:

CAMS
1515 Mockingbird Lane
Suite 600
Charlotte, NC 28209

***Note: Effective July 1, 2023, a \$50 move fee will be deducted from the \$500 deposit.**

JEFFERSON SQUARE
CONDOMINIUM ASSOCIATION
DAMAGE DEPOSIT ACKNOWLEDGEMENT

Unit#: _____

Moving Date: _____

Owner/Occupant:

By signature below, I acknowledge that I am responsible for any damages to common areas caused by my move. It is understood that the damage deposit submitted may not cover required repairs and I agree to submit payment in full upon receipt of billing of same. I further understand that if no damage is caused by my move, the damage deposit will be returned to me within ten (10) business days.

Additionally, I agree that the damages listed below were pre-existing and I bear no responsibility for repairs to same.

Damages noted in moving and elevator areas prior to move (no loading or unloading is allowed through the front door of either building)

Owner/Occupant Signature: _____

Date: _____

Property Manager:

By signature below, I acknowledge receipt of a damage deposit in the amount of \$500.00*

Additionally, I agree that the damages listed above were pre-existing and the owner/occupant signing below bears no responsibility for repairs to same.

Property Manager Signature: _____

Date: _____

***Note: Effective July 1, 2023, a \$50 move fee will be deducted from the \$500 deposit.**