CEDARVIEW MANAGEMENT MOVE-IN FORM

TENANT NAME: _____

LEASE START DATE: _____

PROPERTY / UNIT#: _____

REQUIRED UTILITY INFORMATION:

Duke Energy Account Number _____

www.duke-energy.com/home OR Call 1.800.521.2232

FOR SINGLE HOUSES ONLY

CenterPoint Gas Service Account Number _____

https://www.centerpointenergy.com OR Call 1.800.227.1376

City of Bloomington Water Service Account Number _____

www.bloomington.in.gov/utilities/residential OR Call 1.800.339.1444

VEHICLE INFORMATION (IF YOU HAVE PRE-REGISTERED FOR PARKING:

VEHICLE Make: _____ _____ Model: _____

License Plate State & #: _____ _____License Plate State & #: _____

FOR OFFICE USE: Parking Space#: _____

CLICK HERE TO SIGN THE REQUIRED SMOKE DETECTOR COMPLIANCE FORM

BELOW FOR OFFICE USE ONLY:

_____ Apartment / House Key

_____ Mail Key

_____ Fob #_____

_____ Parking Permit

_____

TENANT'S SIGNATURE AT KEY PICK-UP

SMOKE DETECTOR COMPLIANCE FORM

Property Address: _____

_____

_____

LANDLORD & Managing Agent:
Cedarview Management
601 N. College Avenue, Suite 1A
Bloomington, IN 47404

TENANT(S):

Printed:	Signed:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Date: _____

Tenants are required to sign off on working smoke detectors

Indiana Code 32-31-5-7 requires that (a) at the time the landlord delivers a rental unit to a tenant, the landlord shall require the tenant to acknowledge in writing that the rental unit is equipped with a functional smoke detector, and (b) neither the landlord nor the tenant may waive, in a rental agreement or a separate writing, the requirements under IC 22-11-18-3.5.

Indiana Code 22-11-18-3.5 details the installation of smoke detectors according to code.

Indiana Code 32-31-7-5 requires the tenant to ensure that each smoke detector installed in the tenant's rental unit remains functional and is not disabled. If the smoke detector is battery operated, the tenant shall replace batteries in the smoke detector as necessary. If the smoke detector is hard wired into the rental unit's electrical system, and the tenant believes that the smoke detector is not functional, the tenant shall provide notice to the landlord by written notification of the need to replace or repair the smoke detector.

A landlord who violates Indiana Code 22-11-18-3.5 (1) at the time the landlord delivers a rental unit to a tenant, or (2) if the smoke detector is wired into the rental unit's electrical system, by failing to repair or replace the inoperable smoke detector not later than seven (7) days after receiving written notice by certified mail (return receipt requested, of the need to repair or replace the inoperable smoke detector), commits a Class B infraction (up to a $1,000 fine). However, the office is a Class A infraction (up to a $10,000 fine) if the landlord has a prior violation for an offense under this section.

OFFICE: 812.339.8777 info@TenthAndCollege.com

JULY 2026 - Cedarview Management Key Pick Up Schedule

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3 OFFICE CLOSED	4 OFFICE CLOSED
5 OFFICE CLOSED	6 First Come, First Serve 1p - 5p	7 First Come, First Serve 1p - 5p	8 First Come, First Serve 1p - 5p	9 First Come, First Serve 1p - 5p	10 First Come, First Serve 1p - 5p	11 First Come, First Serve 11a - 2p
12 OFFICE CLOSED	13 First Come, First Serve 1p - 5p	14 First Come, First Serve 1p - 5p	15 First Come, First Serve 1p - 5p	16 First Come, First Serve 1p - 5p	17 First Come, First Serve 1p - 5p	18 First Come, First Serve 11a - 2p
19 OFFICE CLOSED	20 First Come, First Serve 1p - 5p	21 First Come, First Serve 1p - 5p	22 First Come, First Serve 1p - 5p	23 First Come, First Serve 1p - 5p	24 First Come, First Serve 1p - 5p	25 First Come, First Serve 11a - 2p
26 OFFICE CLOSED	27 First Come, First Serve 1p - 5p	28 First Come, First Serve 1p - 5p	29 First Come, First Serve 1p - 5p	30 First Come, First Serve 1p - 5p	31 First Come, First Serve 1p - 5p	

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AUGUST 2026 - Cedarview Management Key Pick Up Schedule

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 First Come, First Serve 11a - 2p
2 OFFICE CLOSED	**3** First Come, First Serve 1p - 5p	**4** First Come, First Serve 1p - 5p	**5** First Come, First Serve 1p - 5p	**6** First Come, First Serve 1p - 5p	**7** First Come, First Serve 1p - 5p	**8** First Come, First Serve 11a - 2p
9 OFFICE CLOSED	**10** First Come, First Serve 9a - 11:30a 1p - 5p	**11** First Come, First Serve 9a - 11:30a 1p - 5p	**12** First Come, First Serve 9a - 11:30a 1p - 5p	**13** First Come, First Serve 9a - 11:30a 1p - 5p	**14** First Come, First Serve 9a - 11:30a 1p - 5p	**15** First Come, First Serve 11a - 2p
16 OFFICE CLOSED	**17** First Come, First Serve 9a - 11:30a 1p - 5p	**18** First Come, First Serve 9a - 11:30a 1p - 5p	**19** First Come, First Serve 9a - 11:30a 1p - 5p	**20** First Come, First Serve 9a - 11:30a 1p - 5p	**21** First Come, First Serve 9a - 11:30a 1p - 5p	**22** First Come, First Serve 11a - 2p
23 OFFICE CLOSED	**24** First Come, First Serve 9a - 11:30a 1p - 5p	**25** First Come, First Serve 9a - 11:30a 1p - 5p	**26** First Come, First Serve 9a - 11:30a 1p - 5p	**27** First Come, First Serve 9a - 11:30a 1p - 5p	**28** First Come, First Serve 9a - 11:30a 1p - 5p	**29** First Come, First Serve 11a - 2p
30 OFFICE CLOSED	**31** First Come, First Serve 9a - 11:30a 1p - 5p					