

Lowell House Condo Association

Move In Checklist

Arrange for Services:

- Cable: Contact RCN for TV cable services – (312) 955-2500
- Electric: Contact ComEd for electric services 1-800-334-7661
- Telephone: Contact Provider of your choice (RCN does offer home phone service)
- Mail: Contact your current post office or the Fort Dearborn Post Office for change of address

Contact Information for Lowell House Management Office (312) 440-3640

- Submit a copy of your settlement statement or lease agreement to the Management Office
- Complete the resident information form
- Pay (by check only) the administrative fee of \$250 (New tenants and or purchasers)
- Reserve the elevator for your move in / move out day (elevator deposit is \$200)
- Set up a move-in orientation directly with the Management Office (Hours 9-5 M-F)
- Forms required at Move In are located on-line under "Documents"

Garage Parking

- Monthly parking is \$120 per month.
- Please provide a state registration and a copy of the vehicle proof of insurance.
- For those that renter there is a parking deposit required of \$240.00. This is refundable upon the termination of the parking and the return of the parking sticker.
- Renters at Lowell are offered valet parking. We ask that a key be left in the garage office of all vehicles in the garage.
- Owners of units may be assigned a permanent parking space. There may be a wait list.