

MOVING-IN CHECKLIST

So nice to have you as a SATO resident! Here is a checklist of things to remember when moving in a SATOhome. See the details at sato.fi

HOME INSURANCE

Under the terms and conditions of the lease agreement on your new home, you must have a valid comprehensive home insurance policy that includes both home and general liability insurance cover. You can take out the policy from the insurance company of your choice.

KEYS

You will get the keys to your new home on the first day your lease agreement is valid. If that day falls on a weekend or public holiday, you will get the keys on the following working day after 12.00 midday.

Do not take any keys directly from the former resident. The maintenance company keeps a record of keys and will charge you for any missing ones

When picking up the keys, please bring along:

- your official ID (such as driving licence or passport)
- signed lease agreement
- receipt of the safety deposit payment

If you are unable to pick up the keys personally, you can authorise someone else to do it. In addition to the authorisation form signed by you, the person picking up the keys must have the documents listed above.

MOVING DAY

The moving-in day is usually the first working day of the month.

NOTIFICATION OF ARRIVAL

The notification of arrival helps the maintenance company register you and any others moving in with you as residents of the building. This way they can place your name on your door and the list of names at the entrance to your building. You can often fill in the notification on your new home building's maintenance company web page. In case you can't find it, you can print the notification from sato.fi and mail it to the maintenance company.

CHANGE OF ADDRESS NOTIFICATION

Change of address notification has to be done no later than one week after the move. The official notification confirms your move to the Population register centre and magistrate as well as Posti. You can fill the notification online at posti.fi.

Remember to notify organisations such as newspaper and magazine publishers, banks, insurance companies, retail chains and other organisations and associations of your change of address.

Many authorities and enterprises will be informed about your change of address directly by the Population Register Centre or Posti.

UPDATE YOUR CONTRACTS

Remember to update your electricity, water and internet contracts when moving to a new home.

Electricity is not included in the rent unless this is mentioned separately in the lease agreement. You should enter into an electricity contract with the electricity company of your choice so that the electricity connection of your new home will be on starting from your moving-in day.

Water is not included in the rent. The effectual water fee is mentioned on the webpage of each available SATO RentHome.

In most cases **the internet connection** is included in the rent. Your new home building is likely to be ready for Telia broadband access. To start using the broadband connection, call Telia's Customer Service on 020 690 400.

SATO CUSTOMER SERVICE

We are happy to help in any situations you are in when moving in: **SATO Customer service, p. 020 334 443, asiakaspalvelu@sato.fi** and if you need help outside the office hours, you will find the on-call number of your maintenance company at sato.fi.

HAVE A HAPPY MOVING-IN DAY!