**COLUMBIA GARDENS/WOODS**

121 Columbia Gardens \* Cohoes, New York 12047

Ph: 518-237-8709\* Fax: 518-237-7417

www.colegrouprealty.com

**CONGRATULATIONS ON YOUR APPLICATION APPROVAL!**

* **The next step is to complete lease signing and submit your security deposit of $1507.00\*\*\*The security deposit will need to be received within the next 5 business days\*\*\***

**YOUR NEW ADDRESS IS:**

**33 Columbia Gardens**

**Cohoes, NY 12047**.

You can put an address change in at [www.USPS.com](http://www.USPS.com)

* **YOUR MOVE-IN WILL BE: 9/19/2023**

**You will need to pay your first month’s rent on or before this time to receive your keys and move-in.**

**You must put the National Grid Account into your name effective your move-in date. The meter is as per below:**

|  |  |  |
| --- | --- | --- |
| 33 COLUMBIA GDNS, \* COHOES NY 12047 | 31724525  Electric | N/A GAS |

**YOUR first month’s RENT IS $602.80 and can be made on-line or in the office. Allow a full 7 business days for payments made on-line to clear. Payments made on-line prior to clearing will not be accepted at move-in. If you choose to make your payment on the day of move -in to the office it must be in the form of bank check or money order. Please note all payments will post as a credit to your account until the actual day of move-in. \*\*We do not accept cash\*\***

* **MOVE-IN PAYMENT BREAKDOWN**
* **SECURITY DEPOSIT $1507.00**
* **1 TIME CERTIFICATE OF OCCUPANCY FEE $ 40.00**
* **FIRST MONTHS RENT pro-rated 12 days $ 602.80**
* **Renters Insurance $ 12.00**
* **One time pet deposit $ 300.00**
* **Pet Fee pro-rated 12 days $ 17.20**

**Total due at move-in: $2479.00**

**NATIONAL GRID (GAS & ELECTRIC)……………………….…..1-800-642-4272**

**SPECTRUM CABLE…...………………….……………………….….(518) 603-2683**

**SCHOOL DISTRICT INFORMATION…………………………… ..(518) 237-2912**

**\*\* RESIDENTS CAN OBTAIN THEIR OWN RENTERS INSURANCE POLICY \*\***

* **Our office must be provided with a copy of the policy declaration page.**
* **All occupants over the age of 18 must be listed on the policy.**
* **Limited liability required is $100,000 minimum.**
* **The policy must include PETS if you have any.**
* **Columbia Gardens or Columbia Woods MUST be named as Additional Interest depending on where you reside: See below:**

**Columbia Gardens is:**

**COLUMBIA GARDENS COHOES, LLC**

**121 Columbia Gardens**

**Cohoes, New York 12047**

**Columbia Woods is:**

**COLUMBIA GARDENS DEVELOPMENT, LLC**

**121 Columbia Gardens**

**Cohoes, New York 12047**

* **You will not be charged $12 monthly if you obtain your own renter’s insurance policy and our office has a current copy. You may choose to utilize our master policy for $12 per month instead of obtaining your own policy.**
* **RENTER’S INSURANCE IS REQUIRED AT ALL TIMES.**