



**INVESTPRO PROPERTIES INC.**  
**601 Heritage Dr. Ste. #472, Jupiter, Fl., 33458**

**WHAT YOU NEED FOR YOUR LEASE SIGNING**

1. Make appointment with InvestPro at least 48 hours in advance for your lease signing. Lease signings are only done during regular business days from 10am to 4pm.
2. All individuals listed and responsible on the lease **MUST** be present at the lease signing. Otherwise, prior arrangements must be made in advance. Keys will not be issued until all parties have signed off and full monies have been paid.
3. Prepare to be in the office for one hour.
4. Have all utilities transferred into your name on date of lease signing.
5. Two forms of Identification. One must be a picture ID and another form of identification (preferably a social security card).
6. All monies must be paid in certified funds (either cashiers check or money order) made payable to InvestPro Properties, Inc.
7. Work numbers for all occupants.
8. Cell numbers for all occupants.
9. New home phone number. If not available it must be provided within 5 days.
10. Automobile description as well as tag information.
11. If you have been permitted to have a pet, a recent photo along with copies of license and shot records.

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**Frequently Called Phone Numbers**

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AT&T (phone, internet & cable)	800-288-2020
Palm Beach County Water Utilities Department (water, sewer)	561-740-4600
Seacoast Utility Authority (water, sewer)	561-627-2900
Comcast (phone, internet & cable)	561-655-3842
Waste Management (garbage)	561-842-8302
FP&L (electricity)	561-697-8000
TECO/Peoples Gas (gas service)	561-741-4700