



**UTILITIES AND OTHER SERVICES  
MOVE IN**

We have provided a list of local utility and city services for Bloomington. **Review your Lease Summary (page 1 of Lease Agreement) for the list of utilities you are responsible for.**

At least two weeks before you take possession of your premises, set up all utility accounts in your name.

**Duke Energy and Vectren**

Electric and gas (if applicable) will already be turned on and must be transferred from Olympus Properties to your name before move in. Failure to transfer will result in a \$20 administration fee per month.

**Comcast**

Two weeks before your move in date, we suggest that you contact Comcast to ensure service the day you move in. It is your responsibility to schedule the install date and be present at your residence for installation.

If you have any questions, please call Olympus at 812.334.8200.

UTILITY	COMPANY INFO	SPECIAL INSTRUCTIONS
<b>ELECTRIC</b>	Duke Energy 800.521.2232	You must call Duke Energy and request a Landlord to Resident transfer of service. This cannot be done online.
<b>GAS</b>	Vectren 800.777.2060	You must call Vectren and request a Landlord to Resident transfer of service. This cannot be done online.
<b>WATER &amp; SEWER</b>	City of Bloomington Utilities (CBU) 812.349.3930	You must visit the CBU office to setup service.
OTHER SERVICES	COMPANY INFO	
<b>CABLE</b>	Comcast 877.842.6622 comcast.com	Cable boxes can be picked up at 3376 W 3 <sup>rd</sup> St, Bloomington, IN.
<b>TRASH &amp; RECYCLING</b>	City of Bloomington 812.349.3443 bloomington.in.gov/sanitation	
<b>CHANGE OF ADDRESS</b>	Post Office 812.331.4544 usps.com	