



Thank you for completing your lease signing with us. Here are a few next steps for you to take prior to move in:

1) Pay all rents and deposits through your tenant portal by Echeck. If using a credit or debit card our software company will charge a convenience fee. Please pay security deposit immediately after lease signing. Rent may be paid 5 days prior to move in on your portal, or a cashiers check/money order upon move in.

**If your move in is within five days from now you will need to arrange with MBPM a payment by cashier's check/money order. The deposit amount listed in your lease must be paid immediately after lease signing. The rent balance must be paid prior to or at move in.**

2) Prior to move in Tenant liability insurance must be purchased and MBPM added as additional interest. Please review your lease terms to make sure you get the required insurance. Please also read the letter about your option to enroll for insurance through Mt. Bachelor Property Management. You may contact your own insurance agent for a rental policy, or enroll through your tenant portal with Roost insurance. **ALL Insurance policies must be posted and uploaded in your tenant portal by you prior to move in day.**

3) ALL utilities that are to be paid by tenant need to be transferred into your name prior to move in. Account numbers must be given to MBPM in order to receive keys. Here is a list of area utility companies that you may need to call:

Central Oregon is serviced by several companies when it comes to utilities. Your address is what determines which company will take care of your power, gas, water, sewer and waste removal.

There are a couple of interactive maps that will help you find the correct company for your address:

[Oregon.gov](https://www.oregon.gov) for electric and natural gas utilities:

- Enter your zip code.
- Use the zoom tool to find your location.
- Once you find your location, select the electric utilities or natural gas utilities on the left side of

the screen to display the appropriate utility provider for your location.

[City of Bend](#) for water and sewer:

- Select the tab on the bottom left of the screen and then make sure that the “water and sewer layer” is selected.
- Click on the “layers view” and then click the “show legend” option.
- The map will display the areas that are covered by the various water companies.

For BEND

Pacific Power: 1-888-221-7070 or <https://www.pacificpower.net>

central Electric Coop (541) 389-1980 <https://www.cec.coop>

Cascade Natural gas: 1-888-522-1130 or <http://www.cngc.com>

City of Bend: 541-388-5515 or <http://www.bend.or.us>

Bend Garbage and Recycling: 541-382-2263 or <http://www.bendgarbage.com>

Cascade Disposal: 541-382-6660 <http://cascadedisposal.com>

Agate water Systems 541-382-2855 (DRW neighborhood only)

Avion water(some Bend neighborhoods if not serviced by the City of Bend) **(541) 382-5342**

For Redmond

City of Redmond W/S: **N/A (MBPM bills tenants for this service as noted in your lease agreement)**

Republic Services: **N/A (MBPM bills tenants for this service as noted in your lease agreement)**

Pacific Power: 1-888-221-7070 or <https://www.pacificpower.net>

Cascade Natural gas: 1-888-522-1130 or <http://www.cngc.com>

For Prineville

City of Prineville: <https://www.municipalonlinepayments.com/prinevilleor>

Crooked River Ranch Sanitary-[\(541\) 548-1542](tel:5415481542)

Pacific Power: 1-888-221-7070 or <https://www.pacificpower.net>

Cascade Natural gas: 1-888-522-1130 or <http://www.cngc.com>

For Sisters

High Country Disposal (city of Redmond and Sisters area) 541-923-7712

Pacific Power: 1-888-221-7070 or <https://www.pacificpower.net>

Cascade Natural gas: 1-888-522-1130 or <http://www.cngc.com>

central Electric Coop (541) 389-1980 <https://www.cec.coop>

**Optional: Bendbroadband cable and Internet, Contact Susan to get the best rates:**

**Susan Chapelle**

Direct Sales Representative

Call 541.312.6564

[schapelle@bendbroadband.net](mailto:schapelle@bendbroadband.net)

**KEYS WILL NOT BE PROVIDED DURING MOVE-IN UNTIL UTILITY ACCOUNT NUMBERS AND INSURANCE POLICY HAS BEEN GIVEN TO MT BACHELOR PROPERTY MANAGEMENT.**

Insurance should be posted in your tenant portal and  
ALL utility account information can be emailed to:  
tenant@4rentbend.com

Mt Bachelor Property Management LLC  
(541)640-5551

Please contact us if you have any questions. Looking forward to seeing you at move in day!