

## Co-op Coalition Survey: Move in – Move Out Fees

Thanks to the 14 members who responded to this survey. Following is the original question and the table of responses. As you will read, fees vary and can be significant. (NOTE: There were no responses from co-ops with 100 to 299 units.)

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In a message dated 4/5/2016 9:35 A.M. Eastern Standard Time, CooperativesDC@aol.com writes:

Move-ins and move-outs can sometimes result in damage to common areas. This survey was requested by a Coalition member to learn how other co-ops handle the cost for repairing the damage. The actual request is printed below. Feel free to expand on your response if your co-op has a written policy or you wish to elaborate on your answer. Please respond by 5pm, Friday, April 15.

Thanks for helping another member co-op and preventing having to re-invent the wheel. You never know when *YOU* might need assistance.

Mike O'Dell, Director  
 DC Cooperative Housing Coalition  
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***Our Co-op has recently had problems with damage to our common areas and entry doors that became apparent immediately after moves in or out of the building. We have a policy requiring a \$250 deposit, but find that repairs can cost a minimum of \$500 and that the involved parties (owners, realtors, moving companies) all deny responsibility. Does your Co-op require security deposits and/or charge nonrefundable fees for moves in and out? If so, what is the amount of the fees charged?***

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<50 units	With regard to move-ins/-outs, we have no security deposit and no policy on repairing damages.
<50 units	We have a non-refundable \$250 fee paid by the buyer for move/in and we hold them responsible for any damage to building, elevator and driveway retaining wall. We have had experience where a delivery company damaged the elevator and they reimbursed us for the repair.
<50 units	[Our co-op] adds \$500 as move-in fees at settlement. There are no move out fees. We charge the fee for a sublet move in, also.
<50 units	Our coop charges a one-time move-in fee of \$75 mostly for bulk trash pickup.
<50 units	[Our co-op] House Rules state: The Board shall be notified prior to all moves. A moving fee of <b>\$175.00</b> must be paid to the Cooperative prior to any move in or out of the building to cover wear and tear to the elevator or common areas.
<50 units	We do not charge a move in or move out fee, other than the fee to pay our building Superintendent to man the freight elevator. We require people to move in and out through the back, and not the front lobby. We have assessed owners in the past when there has been damage to the lobby, as

	not everyone adheres to our House Rule on this. However, I think a security deposit for move-ins and move-outs is a good idea.
<50 units	Our Coop charges a one-time \$150 Move In which covers their Move Out. We collect this during the rental application approval process. We do not collect a security deposit for Move In/Move Out. We do charge the owner if there are damages due to a move. Our Coop Rules state the owner is ultimately responsible for any damages due to their tenant / guest. We encourage owners not to release the Unit security deposit until our Resident and/or Property Manager notifies them the move was completed with no mishaps, but it doesn't always happen that way.
50 – 99 units	We have a \$100 move in fee. We require that the new resident notify us so that pads can be put up in our only elevator. Fortunately we have not had any damage issues. I may bring up to our Board the idea of a deposit, however, sounds like a good practice.
50 – 99 units	At [our c-op], the House Regulations and Rules require a \$400 move in/move out fee which is non-refundable. We are fortunate to have a loading dock that is easy access to the elevator so there have not been major damages. However, although we require the elevator be padded for any move, scratches to the interior cab are inevitable and every few years these need to be addressed.  Our bigger issues regarding damages occur with renovations. For these we require a refundable deposit of 10% of the project's total cost. The Board schedules a pre-construction meeting with the member and contractor to review the plans and to explain the requirements for working in the building; they both sign a Renovation Agreement that specifies these requirements. A Board member is also assigned to monitor the project, checking for any damages to the public areas throughout the project. Before the deposit is returned, the Board conducts an on-site post-construction meeting to verify that approved project plans were followed and to assess any damages
50 – 99 units	[Our co-op] House Rules require a refundable deposit of \$200.
50 – 99 units	We have a \$300 move-in fee (non-refundable) and a \$500 move-out fee (refundable). These fees are embodied in our House Rules. We have had problems of damage to elevators upon move-out which was not acknowledged by the shareholder who was moving out. FC.
300+ units	[Our co-op] requires a non-refundable move-in fee of \$300 and a non-refundable move-out fee of \$300. We do not require a deposit. The monies collected from the move-in/out fees are used to offset the cost of repairs. Unless the damage is substantial we do not charge the resident, as we found that most deny responsibility.
300+ units	We simply charge everyone a move in and move out fee equal to \$300. It brings in about 20k each year, and helps offset and drywall and painting repairs we take on each year.
300+ units	All move-ins and outs must be scheduled in advance of the move and can be done only Monday through Friday, 9am to 5pm. We charge \$75 for 4 hours to help defray the cost of a guard to stand at the entrance of the lobby during the move-in/out plus \$25 for each additional hour beyond the first 4. We charge \$25 for PODS (Portable On Demand Storage) placed on the property for up to 48 hours.