

Pre Move-in Rental Instructions:

To Do Checklist ✓ After Your Application is Approved:

1. Read Your Lease completely, initial each page, and sign page 4.
2. Scan and return completed lease by email to info@homerentalsdesmoines.com
3. Scan completed ACH form w payment information (this form is located on this website under forms tab on the home page.)
4. For Plaza Condo Apartments - Schedule your move in date in advance by contacting Plaza management phone: 515-280-9332. Or by email: info@ThePlazaDSM.com Melanie and Rebecca are Plaza mgt. contacts.
5. For Plaza Condos/Apartment rentals, complete the Plaza House Rules and Sign Receipt of Rules and return your receipt of rules to Plaza front Desk. Rules are available in Forms tab on the home page of this website
6. Contact The Plaza as Advanced scheduling of your apartment move-in is required in order for The Plaza management to reserve and prepare the elevator for move in of your household items and furnishings. Certain times and days are available.
7. Contact Mid-American Electric for Utility Sign Up in Move-In: Mid-American Energy 1-800-427-5632
8. For Plaza apartments, to schedule your move-in date, please contact Melanie or at The Plaza front office, phone: (515) 280-9332. melanie@theplazadsm.com or info@theplazadsm.com For Plaza Condos, emergency maintenance requests can be made in person at the front desk or by phone 24 hours at 515-208-3423
9. For private homes move-in, please contact us at info@homerentalsdesmoines.com for scheduling your move-in.

The Plaza Condominium Office

The Plaza's on-site management is designed mainly for the 25-story building's HOA and common areas, maintenance and security, but not for the individual condo apartment rental management. Individual apartment rental units are offered for lease and managed by individual owners. However, maintenance requests can be made for emergencies, urgent items and plumbing and other minor issues being resolved.

Your Plaza Rental apartment is Managed By HomeRentalsDesMoines.com who manages several individually owned apartment rentals at the Plaza and private homes in Des Moines. To inquire about Plaza Condo Apartments Downtown currently available for rent email info@homerentalsdesmoines.com phone: 760-333-3300.

The Plaza Downtown Des Moines Management Offices| 300 Walnut Street | Des Moines, IA 50309 | Plaza Office Phone: 515-280-9332

Plaza 24-Hour Emergency Maintenance After Hours Phone 515-208-3423

The Plaza Office Building Management Hours Monday thru Friday: 8:00 am – 6:00 pm
Saturday: 10:00 am – 2:30 pm – Phone: 515-280-9332

Home Rentals Des Moines Phone 760-333-3300 email Info@HomeRentalsDesMoines.com