



MOVE-OUT CLEANING CHECKLIST

The condition of your rental must be left in the same detailed condition as when you moved in, excluding normal wear and tear. You will be provided with an itemized list of any charges incurred.

This cleaning checklist is for your reference only. You are not required to turn this in upon move out. Turning this list in does not warrant that you will not be charged for cleaning. All units will be inspected after keys are returned.

GENERAL:

- Property must be completely free of all personal items and trash.
- Removing discarded/unwanted items will also be charged against your security deposit.
- Normal size nail holes are considered normal wear and tear. Please do not fill or patch holes or touch up paint as it will be necessary to charge you for wall repairs done incorrectly or unprofessionally.
- Do not touch up paint. If you paint and it does not match, you will be charged for repainting.
- Carpets must be professionally cleaned and any pet odors removed if needed. Copy of receipt is required.
- ***If using Mr. Clean Magic Erasers, please make sure you do not remove the paint or you will be charged for repainting.***

WALLS & DOORS IN ALL ROOMS:

- Remove all dirt and marks from walls and doors.
- Wipe down all light switches and electrical switch/outlet plates.
- Clean and dust all baseboards.
- Remove any cobwebs.
- Clean all dust vents.

WINDOWS:

- Clean all windows inside and out (if reachable), including window tracks.
- Clean all window sills.
- Blinds must be dusted and washed.

LIGHT FIXTURES & CEILING FANS:

- Remove and clean all light shades; dry and replace.
- Dust ceiling fan blades.
- Replace burned out and missing light bulbs.

FLOORS:

- Sweep and scrub floors in all rooms without carpeting, including under any moveable appliances.
- Closet tracks throughout the property must be cleaned to remove all dirt, debris, etc.

CARPETS:

Carpets must be cleaned by a professional carpet cleaning company at the time of move-out. Cleaning by rental machine is **NOT** acceptable. A copy of this receipt must be submitted to the office.

KITCHEN SINKS / COUNTERS & CUPBOARDS:

- Clean sinks to remove stains or residue build-up.
- Ensure all faucets are clean and free of mildew, buildup or residue.
- Clean counter tops and backsplash.
- Clean inside shelves and inner walls of cupboards.
- Clean outside of all cupboards ensuring they are free of food and grease.
- Wipe door knobs making sure to leave no drip marks or finger prints.

DISHWASHER:

- Wipe down inside and outside of the dishwasher.
- Clean food trap.

MICROWAVE: Clean the inside and outside of the microwave.

REFRIGERATOR:

- Clean inside of refrigerator and freezer.
- Remove, clean and replace all drawers and shelves.
- Clean rubber moldings around refrigerator and freezer doors.
- Wash and dry handles, exterior sides, back and top of refrigerator.
- Move refrigerator out from wall and vacuum back coils.
- Clean floor underneath and wall behind refrigerator.

RANGE / OVEN:

- Remove racks and broiler pan; clean and dry.
- Clean inside of oven, top of stove, under heating elements and pan drawer.
- If able, lift top of stove and clean all sides.
- Clean and dry exterior sides, front and back of oven.
- Remove and clean knobs, dry and replace.
- Clean stove pans and rings.
- Clean floor underneath stove/oven.
- Clean oven drawer.
- Clean the range hood, including filter.

BATHROOMS:

- Clean bathtub and shower, tile, grout and front of tub.
- Wash sinks and faucets.
- Ensure all drains are free and clear of debris.
- Clean toilet inside and outside, as well as behind.
- Wash vanity inside and out.
- Clean mirror.
- Bathroom fan must have all dust removed.

WASHER & DRYER AREA:

- Clean inside and outside of the washer & dryer making sure all dirt and detergent are removed.
- Make sure dryer lint trap is emptied and clean.

PATIOS & BALCONIES:

- Wash patio doors.
- Sweep all leaves and debris.
- Wash decks.
- Clean rails and partitions.

GARAGE:

- Remove all trash.
- Sweep floors of all debris.

PARKING STALLS & STORAGE AREAS:

- Parking stall must have all items removed and any oil/ grease stains removed.
- Storage areas must be emptied of all your belongings, floors swept and trash removed.

YARD & OUTDOOR AREAS:

- Remove any belongings from all porches, patios, driveways and yard.
- Lawn should be mowed and free of limbs, leaves and debris (if lawn maintenance was tenant's responsibility per the lease)
- Landscaping should be well maintained, trimmed and free of debris (if lawn maintenance was tenant's responsibility per the lease).

The condition of your rental at the time of vacating will be inspected by the property manager, who has the final authority to determine what charges are to be made, if any, in accordance with the conditions set forth in the lease. Pictures of the unit will be taken after the keys have been returned, and included in your rental record.