

## Tenant Move-Out Checklist

*The following is a list of items that will be checked at your move-out inspection. These minimum expectations of cleanliness will be compared to your move-in inspection and you may be charged for condition discrepancies.*

- All personal belongings and garbage must be removed from the premises. This includes shower curtains, trashcans, toiletry items, shelf paper, and food items.
- Remove all tacks or nails from the walls. Any bad marks or holes in the walls must be repaired and / or wiped clean.
- Carpets should be *professionally* cleaned. If your lease states that a portion of your security deposit will be withheld for this purpose, you only need to vacuum.
- Clean out and wipe down the refrigerator. The freezer should also be defrosted and cleaned. Be sure to (carefully) pull out refrigerator if possible and clean the floors underneath and wipe down the sides of the refrigerator.
- Clean the oven, grease trap, fan, stovetop, burners and drip pans. If drip pans cannot be cleaned, they must be replaced.
- Wipe clean all counters, cupboards and drawers, inside and out.
- The kitchen sink should be scoured and wiped clean.
- Thoroughly clean all floors as appropriate (use wood cleaner on wood floors, vinyl cleanser on vinyl floors, etc.)
- Thoroughly clean bathroom including sink, counters, bathtub/shower, toilet and doors.
- Wash interior windows, sills and tracks of dust, grime and/or fingerprints.
- Dust all light fixtures
- Replace any burnt out or missing bulbs.
- Wipe down dust on blinds and clean or replace any damaged window coverings.
- Replace any door stops that are broken
- Leave exterior yard clean and maintained. (cut, free of any trash)
- Clean any stains or oil spots on exterior concrete
- Sweep out garage / storage area

Contact Us when above is completed, and remember to leave your keys in a drawer in the kitchen.

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