



TENANT MOVE-OUT CHECKLIST

- 1. Professionally clean carpeting**
- 2. Professionally treat for fleas/ticks if tenant had pets**
- 3. Professionally inspect/clean chimney**
- 4. Professionally clean interior of home**
- 5. Clean gutters & downspouts**
- 6. Mow lawn, weed beds and trim bushes**
- 7. Thoroughly clean interior/exterior of home to include windows, baseboards, appliances, etc., and remove all trash/debris (see specific cleaning checklist below)**
- 8. Ensure all smoke detectors are operational and have batteries**
- 9. Ensure all lights have working bulbs**
- 10. Return all Keys/Fobs/Remotes/Pool Passes/Parking Passes to our office no later than 5:00 pm on the last day of your lease. Provide forwarding address.**

TENANT CLEANING CHECKLIST

_____ All floors must be vacuumed, swept and mopped and **carpeting professionally cleaned.**

_____ All walls must be free & clear of stains, grime and/or excessive marks.

_____ All appliances must be cleaned inside and out (microwave filter). Please do not use steel wool on stainless appliances.

_____ All cabinets & drawers must be wiped down inside & out.

_____ All sinks, faucets and garbage disposals must be wiped and free and clear of any debris.

_____ All windows, sills and blinds must be cleaned inside & out.

_____ All light fixtures, ceiling fans, surfaces, trim, frames, ledges, baseboards, chair-rail, exhaust fans, and return vents must be wiped down.

_____ All tubs, showers & toilets must be clear of any mildew, mold, soap scum. If doesn't come clean then you will need to re-caulk.

_____ Only repair larger screw holes, do not patch nail holes. When spackling be sure to sand properly and use same paint color AND sheen to touch-up entire wall.

_____ Replace any burned out light bulbs.

_____ Replace furnace filter, check smoke detector batteries.

_____ Utility/laundry room must be free of dust, lint and debris.

_____ Washer & dryer wiped down and lint removed.

_____ Fireplaces must be swept and free of ashes, wood and debris

_____ Remove any lingering odors (cooking, pets, smoke, etc.)

_____ Clean garage and remove any stains on floor/driveway. Be sure to leave behind any existing tools & equipment.

_____ All flower beds must be weeded, bushes trimmed, leaves removed, and lawn mowed.

_____ All gutters & downspouts must be free & clear of any debris.

_____ All trash, debris and belongings must be removed from property

_____ Remove and restore to original condition any alterations, including paint color, tv mounts, window treatments, etc.

