



## Move Out and Cleaning Guidelines

- Your security deposit will not be considered as last months rent. All rents due must be paid in full through the end of the lease term.
- The following is meant to be used as a guideline when moving out of the property. All items listed below might not apply.
- Prior to you taking possession of the property a move-in inspection was performed. In this inspection any damages that existed prior to you moving-in were noted. The move-in inspection was signed by both you the tenants and us your property manager. This inspection will be used as the baseline for the property condition when you took possession.
- Return the property back in the same condition or better as received taking into consideration minor wear and tear.
- All keys, remotes, amenities cards, etc must be turned in.
- Utilities must be left on through the entire lease. (You can have it set to disconnect the day after the end of lease date.)

### Cleaning:

- Have carpets professionally cleaned once everything has been removed from the property and provide management with a receipt. Be sure to leave AC running for 24 hours after cleaning.
- Excessive wear carpet may cause a claim on your security deposit. This may be defined as excessive stains, traffic patterns, holes, burns, etc.
- Clean all floors such a tile, vinyl, wood, etc. Wipe down all baseboards.
- Remove all cobwebs from ceilings, walls, baseboards, eaves, and entry ways.
- Remove nails from walls and fill holes with spackling, touch-up with matching color.
- Remove smudges from wall, doors, and baseboards.
- Touch-up paint as needed, return walls and trim to original color.
- Clean front door, sliding glass door and sliding glass door tracks.
- Clean windows inside and out.
- Dust blinds, ceiling fans, windowsills and tops of door jams and top of refrigerator.
- Sweep decks, porches, driveways and garage, pressure wash if needed.
- Lawn should be mowed and edged. Beds should be weed free and mulch replaced.
- Remove all personal possessions.
- Remove all garbage, trash and debris from home and yard.
- Wipe out all kitchen cabinets, wipe down counter tops, clean sink, stove, the inside and outside of the oven, dishwasher, refrigerator, microwave, and all appliances.
- Clean bathrooms including tub/shower, toilet, vanity sink, counter tops and inside of cabinets.
- Tile and grout should be cleaned and be free of mildew and hard water build-up.
- Repair any and all damage caused by tenants, guests and/or pets.

### Maintenance:

- HVAC filter should be brand new and the proper size.
- New refrigerator water filter (if applicable)
- Smoke detectors should have working batteries.

- Replace any burned out light bulbs, interior and exterior.

### **Security Deposit Deductions:**

Landlords are permitted to deduct from your **security deposit** for: Unpaid rent, including late fees, if applicable. Repairs for damage other than normal wear and tear. The **security deposit** may also be used for cleaning the home after moving out. We do require that the carpets be professionally cleaned (please provide receipt). This is to ensure that the home is as clean as it was when you first moved in.