



## MOVING OUT CHECKLIST - page 1/2

<b>Floors</b>	
Mop all tile and hardwood floors	
Fix tears, holes or burn marks	
Remove any pet stains	
Repair broken tiles	
Vacuum all carpeting and clean stains	

<b>Walls</b>	
Brush out cobwebs from corners and ceilings	
Wipe down switch plates	
Remove all nails and screws	
Remove hooks, ceiling hooks and mounted mirrors – properly patch holes	
Fill smaller holes with spackle and sand smooth	
Patch and repaint larger holes	
Repair and repaint any walls you may have damaged or repainted	
Clean ceiling fan blades and remove dust	

<b>Windows</b>	
Clean windows inside and out, including tracks	
Clean window blinds	
Fix broken windows, window screens or blinds	
Mend tears, holes or burn marks to curtains	

<b>Doors</b>	
Make sure doors and locks work properly	
Wipe down doors, frames and knobs	

<b>Kitchen</b>	
Repair appliances you may have damaged	
Clear any clogged drains	
Clean sink and all countertops	
Wipe cabinets in and out, as well as pantries and shelves	
Clean inside and outside of microwave	
Thoroughly clean stove and oven—remove drip pans to clean bottom surface	
Wipe inside, underneath and behind refrigerator	
Clean out dishwasher, including around and inside the door	
Run ice cubes, salt and cold water through the garbage disposal to clean out remnants of food	
Remove grease, dust and dirt from the exhaust fan and overhead light	



## MOVING OUT CHECKLIST - page 2/2

<b>Bathroom</b>	
Clean all mildew and mold	
Sanitize bathtub, shower, sink and toilet	
Check that toilet is working properly	
Clean vanity, shelves and mirrors	
Wipe down inside of drawers and cabinets	
Wash all tiles and clean grout	
Clean exhaust fans	

<b>Additional Items:</b>	
Make sure smoke detectors and carbon monoxide alarms are working - replace batteries if needed	
Replace burnt out light bulbs	
Clean all light fixtures inside and out	
Replace a new HVAC filter	
Clear out all belongings from cabinets, closets, drawers, etc	
Remove spiderwebs in the garage and exterior walls	
Remove all outdoor belongings from the patio, deck, terrace, balcony, yard, etc	
Clean patio areas, mow the lawn, trim the plants, and clear debris from the front and backyard	
Take out any leftover trash and make sure garbage, recycling, and yard bins are empty	
Make arrangements to have your trash picked up before you discontinue garbage service	

This checklist details what typically needs to be cleaned in order to receive your security deposit transmittal promptly. **The principle is to return the house as the same condition when you move-in.** We highly recommend that tenants use professional cleaning services. Final walk-through will be conducted once the premise is fully vacated. Your compliance with these guidelines will help ensure that your deposit accounting is processed promptly.

**Your occupancy terminated until all keys and garage door opener have been returned.**

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