

MOVE OUT CLEANING REQUIREMENTS

Property Name: _____

Date: _____

The following is a list of items that **MUST** to be completed upon vacating your rent property.
Any items not completed will be assigned to a cleaning company and charged against your security deposit.

GENERAL:

- _____ All light bulbs must be working, any burnt out bulbs must be replaced.
- _____ Wipe fingerprints off doors, trim, and light switches.
- _____ Clean all baseboards and woodwork, including top of doors.
- _____ Ceiling fans: dust and clean.
- _____ Clean cobwebs off ceilings and walls.
- _____ Replace A/C filter.
- _____ Dust a/c vents throughout. This includes ceiling around air vents and return vents.
- _____ Clean all glass slider doors, remember to wipe off the tracks.
- _____ Clean all windows, remember to wipe down windowsills.
- _____ Clean light fixtures and covers (covers can be placed in the dishwasher).
- _____ Remove all personal belongs from closets (including hangers).
- _____ Clean all blinds.
- _____ Clean louvered doors (this can be done with a vacuum attachment).

CARPETS:

_____ Vacuum and have carpets **PROFESSIONALLY STEAM CLEANED**. There are **NO EXCEPTIONS**. Receipts must be turned in with keys.

FLEA TREATMENTS:

_____ If you have had a pet of any kind, a flea treatment is required. There are **NO EXCEPTIONS**. (some carpet cleaning companies can provide this service.) Receipts must be turned in with keys.

KITCHEN:

_____ Refrigerator: clean inside and out. Pull out drawers and clean underneath. Clean freezer section. Wipe outside and top of refrigerator. Empty ice tray, turn icemaker off. Turn power off at the breaker and leave the door open.

_____ Stove: remove burners and drip pans and clean underneath. Clean oven and wipe off the top edge of the door. **REPLACE** drip pans. Make sure all burners are plugged in correctly and turned off. Clean stove hood.

_____ Dishwasher: check to be sure the dishwasher is empty and free of any debris or food particles. Wipe off the exterior and top edge of door.

_____ Cabinets and Drawers: Remove all items, including any shelving paper. Clean inside and exterior of cabinets. Remove all food crumbs and fingerprints

_____ Sink: run disposal to clear, clean sink and wipe down faucets.

_____ Counter tops: Wipe clean any food and fingerprints.

_____ Floors: Sweep and mop.

BATHROOMS

_____ Clean bath tubs, sinks, shower stalls, and toilets.

_____ Wipe down all faucets and fixtures (soap dish, toothbrush holders, etc.).

_____ Clean light fixtures and remove fingerprints from light switches.

_____ Wipe out any cabinets or drawers.

_____ Clean all mirrors.

_____ Sweep and mop floors.

IF APPLICABLE in your rental property:

_____ Remove all personal property and sweep off deck, porch, etc. (carpeted should be vacuumed).

_____ Remove all personal items from garage and sweep out garage.

_____ Remove all ashes and wood and clean out fireplace.

_____ Remove all personal items from attic.

_____ Remove all personal items from storage closet and sweep out.

_____ Wipe out washer and dryer, remove lint, and clean lint filter. Wipe down the exterior of the washer and dryer.

EXTERIOR if applicable:

_____ Remove debris and trash from the grounds, driveway, and surrounding area.

_____ Clean yard, cut grass and trim shrubbery.