

CHECKLIST FOR VACATING THE PROPERTY

YARD:

- Mow & edge yard
- Weed gardens & rake leaves
- Trim bushes
- Sweep patio/porches

GARAGE & DRIVEWAY:

- Sweep
- Clean up oil

HOUSE: KITCHEN:

- Clean range (under pans & drawer) Scrape black off inside
- Replace stove burner pans
- Clean dishwasher (inside & edges of door) and front
- Clean out all cupboards & drawers
- Clean fronts of cabinets
- Clean sinks & faucets
- Clean floors
- Clean countertops

BEDROOMS:

- Vacuum carpet well prior to cleaning
- Wipe off shelves in closet
- Wipe ceiling fan blades

BATHROOMS:

- Clean tub/shower remove soap scum
- Clean out drawers & cabinets
- Clean floors
- Clean toilets
- Clean sink & faucets
- Clean mirrors

LIVING ROOM/DEN & HALL:

- Vacuum carpet well prior to cleaning
- Clean vinyl floors
- Clean out fireplace
- Wash patio door(clean door track)
- Wipe ceiling fan blades

ENTRY:

- clean floors
- wash glass storm doors
- Sweep porchs

WHOLE HOUSE:

- Wipe all mini blinds
- Clean all light fixtures
- Wipe window sills/window ledges
- Wipe all baseboards

Replace all missing or burned out bulbs...bathroom bar lights need globe bulbs Fan lights need fan bulbs All bulbs in one fixture should be the same kind. Replace a/c filter. Replace stove drip pans. Do not fill in nail holes on walls or paint. Don't forget to mow prior to move out. Trash out and haul off fee for anything left inside/outside unit or at curb and not picked up by City by time of turning over possession.

There will be a charge if you fail to return any garage door key or opener remotes given at move in. Make sure to have a final reading of your utilities on day after move out to insure you have them on for cleaning unless breaking lease then must leave on until unit is re-rented. Must pick up any animal feces in yard and deflea yard/unit if you had a animal at property.

Carpets are to be **Professionally Steam Cleaned** upon vacating. No chem.-dry cleaners, home or rented rug doctor machines. Properties with animals must do a enzyme treatment. Carpets must be vacuum well prior to steam cleaning. I recommend Turbo Carpet Cleaning (Jason) 817-913-1987. If you do not use him you must provide paid receipt for proof.

If you have an autopay set up for your rent make sure you have cancelled it through your tenant portal. Your forwarding address is needed for your deposit refund accounting.