

CLEANING CHECK LIST

Refrigerator:

1. Wash inside & outside of refrigerator with warm water
2. Take out vegetable drawers and racks and wash in warm water, dry and replace.
3. If needed, defrost the freezer & wipe out with warm water.
4. Move refrigerator out from wall and clean underneath. Be careful of the floor.

*Note: DO NOT TURN OFF OR UNPLUG REFRIGERATOR!

Stove:

1. Remove racks and soak in hot water to clean, dry well
 2. Clean inside of oven, top of stove, under elements, drip pans, pan drawer etc.
 3. Wash and dry outside of stove.
 4. Do not use foil on drip pans or bottom of stove. Replace drip pans with correct size if needed.
- *If you have a self cleaning oven do not use oven cleaner! But don't forget to wipe it out.

Cabinets & Drawers:

1. Wash cupboards inside and out.
2. Wipe out drawers with damp rag.
3. Clean sink and counter tops well.

Miscellaneous In and Near Kitchen:

1. Wash all light fixtures in warm water
2. Replace any burnt out bulbs.
3. Clean inside and out of dishwasher, microwave, etc.
4. Clean fan.
5. Wash windows, window coverings, dust window sills.
6. Wash kitchen vinyl floor, including under movable appliances.

Living Room, Dining Room, Family Room:

1. Wash windows, dust window sills, clean blinds or professionally clean drapes
2. Clean light fixtures replace dead light bulbs
3. Vacuum carpet and professionally clean carpet (check with office for carpet cleaners)

Bedrooms, Hallway, and Den:

1. Clean closet shelves.
2. Wash windows, dust window sills, clean blinds or professionally clean drapes.
3. Vacuum carpet and professionally clean carpet (check with office for carpet cleaners).
4. Wash all light fixtures and replace dead light bulbs.
5. Vacuum return air vents in ceilings

Bathrooms (s):

1. Clean bathtub, surround or tile around the tub, sink, door
2. Clean all light fixtures and replace dead light bulbs.
3. Clean inside and outside of toilet.
4. Clean the inside of medicine cabinet and drawers.
5. Wash mirror, Clean fan
6. Scrub vinyl floor.
7. Wash windows, dust window sills, clean blinds or professionally clean drapes

Miscellaneous:

1. Wash inside and outside of front & back doors.
2. Sweep out garage.
2. Mow, trim and weed the yard and beds
3. Clean out fireplace if applicable. Proof of professional sweep must be submitted at end of tenancy.
4. Notify the utility companies and the post office of your move-out date and new address
5. Return keys and remotes to management office. Call office to make appointment to turn them in.
6. Give management office your forwarding address in writing.

The condition of the rental at the time of vacating shall be inspected by the management office, who has the final authority to determine how much of the deposit shall be refunded in accordance with the conditions set forth in the Lease Agreement.

We do not do a physical walk-through with tenants at move-in or move-out. See paragraph at bottom of last page of Move-in Checklist above signatures.

CARPETS AND/OR DRAPES MUST BE PROFESSIONALLY CLEANED AND ORIGINAL PROOF SUBMITTED WHEN KEYS ARE TURNED IN.

IF YOU HAD ANIMALS AT ANY TIME, HOUSE MUST BE PROFESSIONALLY DEFLEAED AND ORIGINAL PROOF SUBMITTED AT MOVE-OUT.