

Moving Out Checklist

Once the moving out checklist is completed please allow 2-5 days for me to do an inspection on the home and premises.

- _____ Apartment must be broom swept clean, mopped, and vacuumed
- _____ All kitchen(s) and bathroom(s) must be completely clean
- _____ All walls must be clean and any damages e.g holes, damages must be fixed
- _____ Vacuum and clean any/all carpet(s) - Carpets must be professionally cleaned and a receipt left at the premises to show completion.
- _____ Clean all windows
- _____ Remove all of your personal possessions and belongings.
- _____ No trash shall be left behind; Do NOT leave garbage at the curb
- _____ All exterior areas shall be cleaned of debris and left clean
- _____ Exterior lawn and landscaping shall be presentable
- _____ Trash & Recycling cans rinsed
- _____ Clean all kitchen appliances, window seals, wall plugins, etc.
- _____ All light fixtures are to work properly with working light bulbs
- _____ All electric is to work properly
- _____ All plumbing is to be free of any leaks or blockages
- _____ All heating is to be working properly
- _____ All smoke alarm(s) and carbon monoxide alarm(s) shall be working properly

_____ Leave ALL utilities on until your move-out inspection has completed

_____ Make landlord aware of any damage or issues inside the rental unit

_____ All yard maintenance materials are to be left in the shed in clean and working order. Lawn Mower (1), Weed Eater (1), Leaf Blower(1), Garden Hoses (3), Rakes (2), Push Broom (1) Trash can & Lid (1)

_____ All keys e.g home and shed keys (2 home & 2 shed) can be returned to the Landlord or left on the kitchen countertop and with the doors locked on your departure.

All of the aforementioned items need to be done PRIOR to your move-out inspection so that you can RECEIVE YOUR FULL SECURITY DEPOSIT BACK (less any withholding from earlier tenancy). Any and all repairs, repainting, trash removal, cleaning, and/or any other expenses that are attributed to restoring your home to its condition prior to your tenancy will be deducted from your Security Deposit.

If additional money is needed to restore said home, Landlord will send Tenant(s) a bill. Your Security Deposit will be mailed within 30 days of your move-out inspection to the address you provide Landlord (if no new address is given, any remaining Security Deposit money will be mailed to the current mailing address and the Post Office will be responsible for forwarding any/all mail to your new listed address). Please also note the replace/repair cost(s) for items you leave in disarray.

Please remember to deliver your home in the same condition it was in prior to your tenancy. This will ensure YOU RECEIVE THE MOST MONEY POSSIBLE!

Good luck with your move.

Once complete please sign and leave at the home.

Tenant(s) _____ Date _____

Tenant(s) _____ Date _____