

## MOVE OUT – CLEANING CHECKLIST

Please use this Move Out Cleaning Checklist to help you leave the premises in the same condition as Tenant found them except for normal wear and tear.

### **Kitchen**

- \_\_\_\_\_ Cupboards, drawers cleaned inside and out
- \_\_\_\_\_ Refrigerator wiped out, defrosted, door seal cleaned, shelves taken out, drawers out and cleaned
- \_\_\_\_\_ Clean Freezer
- \_\_\_\_\_ Move refrigerator, clean sides, clean floor under and behind
- \_\_\_\_\_ Oven and stovetop cleaned out thoroughly
- \_\_\_\_\_ Clean door, stovetop, under burners and burners
- \_\_\_\_\_ Try to save pans, rings and broiler pan – throw away if not salvageable
- \_\_\_\_\_ Clean range hood
- \_\_\_\_\_ Move stove, clean sides, clean floor under and behind
- \_\_\_\_\_ Wipe out dishwasher
- \_\_\_\_\_ Clean counter tops
- \_\_\_\_\_ Clean and shine sink, detail disposal
- \_\_\_\_\_ Clean floor and wax
- \_\_\_\_\_ Clean light fixtures and exhaust filter, then reinstall

### **Bathrooms**

- \_\_\_\_\_ Shower walls scrubbed
- \_\_\_\_\_ Bathtub scrubbed and cleaned thoroughly
- \_\_\_\_\_ Faucets and showerhead shined
- \_\_\_\_\_ Toilet cleaned inside and out
- \_\_\_\_\_ Cabinets cleaned inside and out
- \_\_\_\_\_ Sink and counter cleaned
- \_\_\_\_\_ Shine faucet
- \_\_\_\_\_ Floor cleaned and waxed
- \_\_\_\_\_ Light fixtures cleaned
- \_\_\_\_\_ Exhaust fan cleaned
- \_\_\_\_\_ Heat lamp wiped off

### **Cleaning in all rooms**

- \_\_\_\_\_ Patch & paint walls
- \_\_\_\_\_ Permanent light fixtures
- \_\_\_\_\_ Thermostat covers
- \_\_\_\_\_ Heat vents
- \_\_\_\_\_ Closet shelves
- \_\_\_\_\_ Shelf brackets
- \_\_\_\_\_ Top of water heater
- \_\_\_\_\_ Switch plate covers
- \_\_\_\_\_ Carpet professionally cleaned per lease agreement (Sec. 6, paragraph b)

### **Fireplaces**

- \_\_\_\_\_ Tile cleaned and waxed
- \_\_\_\_\_ Ashes scooped out
- \_\_\_\_\_ Front and grate wiped down

### **Doors (including closet doors)**

- \_\_\_\_\_ Cleaned
- \_\_\_\_\_ Clean tracks

### **Decks and Patios**

- \_\_\_\_\_ Remove all items from storage area and clean same as move-in condition
- \_\_\_\_\_ Clean decks and patios
- \_\_\_\_\_ Sweep entryway

### **Lawn and Garden Care**

- \_\_\_\_\_ Lawn to be maintained in “original” move-in condition, watered, mowed and edges trimmed
- \_\_\_\_\_ Gardens to be cleaned and weed free

### **Windows and Mirrors**

- \_\_\_\_\_ Tracks wiped out
- \_\_\_\_\_ Windows cleaned outside as well as inside
- \_\_\_\_\_ Clean Window Blinds
- \_\_\_\_\_ Mirrors cleaned
- \_\_\_\_\_ Medicine cabinet mirrors cleaned

### **Utility Area**

- \_\_\_\_\_ Washer wiped out and hinges cleaned
- \_\_\_\_\_ Dryer wiped out and all lint removed
- \_\_\_\_\_ Floors cleaned and waxed

Please DO NOT have the utilities disconnected. Call for a final billing effective on your vacating date and have them put into the owner's name unless otherwise instructed. Failure to do this will result in a reconnect fee charge to you.

Please call and make an appointment for your move-out inspection after the unit is completely vacant and cleaned. All keys and garage door openers must be returned to WPM South office/agent.

The damage deposit will be returned to you within two weeks with a thorough explanation of deductions, if any. Proof of payment for any deductions will be provided. We will pay the final water and sewer bills from your security deposit, if applicable.