

MOVING OUT CHECKLIST

- CEILINGS & WALLS**
 - Scuff marks washed off
 - Holes patched, sanded and painted to **match** (if you are unsure, please have a professional do the repairs)

- BLINDS, CURTAINS, DRAPES**
 - Dusted and washed

- WINDOWS, LEDGES & BASEBOARDS**
 - Windows washed
 - Baseboards and ledges dusted and washed

- CABINETS, COUNTERS, CLOSETS, CUPBOARDS**
 - Washed inside and out
 - Fingerprints washed from handles
 - Scuff marks washed off or painted over

- LIGHT FIXTURES, SWITCHES, LIGHT BULBS, ELECTRICAL OUTLETS**
 - Switches washed
 - Cracked switch plates or electrical outlets replaced
 - ALL LIGHTBULBS REPLACED & WORKING

- KITCHEN**
 - Counters, cupboards, drawers (see above)
 - ALL APPLIANCES CLEANED INSIDE & OUT (INCLUDING WASHER/DRYER)
 - Appliances pulled out and swept and mopped underneath

- BATHROOM(S)**
 - Tub, shower, toilet, and all fixtures cleaned thoroughly
 - FAN DUSTED/CLEANED
 - Mirrors and glass cleaned with glass cleaner
 - Stained removed from tiles, floors mopped
 - (Note: No soap scum or hair should be left in the bathroom once it is cleaned properly)

- CARPETS & FLOORS**
 - Stains removed
 - Carpets professionally steam cleaned (**MUST PROVIDE RECEIPT**)
 - Flooring swept and mopped

- PARKING STALL, STORAGE LOCKER & BALCONY**
 - Oil stains removed from parking stall
 - All items removed from storage locker
 - Balcony cleared, swept, and steam cleaned

- KEYS**
 - All keys given at move-in should be returned at move-out

****NOTE: If cleaning and repairs have not been done properly, a professional cleaning company will be hired and costs will be deducted from your security deposit****