

Preparing your Rental Unit for the Final Inspection.

GENERAL CLEANING:

Wipe all woodwork, including trim, window ledges and baseboards with a mild soap such as Murphy's Oil Soap.

Clean marks off walls, clean light globes and replace burnt bulbs, clean marks off switch plate and receptacle covers.

Clean registers, radiators and vacuum carpets.

Clean windows, screens and blinds.

Remove all debris from the property. Any other trash or abandoned items left within the rental unit, yard, or garage will be disposed of by us and your account will be charged accordingly.

RUBBISH REMOVAL: ANY GARBAGE LEFT AT CURBSIDE 48 HOURS PRIOR TO SCHEDULED PICK UP DATE WILL BE SUBJECT TO ADDITIONAL HAULING COSTS.

KITCHEN: Clean interior and exterior of kitchen cabinets, clean counter tops and sink, and sweep and mop floor area, including the areas underneath the range and refrigerator.

STOVE: Clean oven, burner pans, broiler pans (leave in range), range top, under range top, range hood, air filter and all interior and exterior surfaces.

REFRIGERATOR: *****DO NOT UNPLUG OR TURN OFF*****

Clean out ice cube trays, clean interior and exterior surfaces.

DISHWASHER: Clean all interior and exterior surfaces thoroughly, check racks for damage.

MICROWAVE: Clean all interior and exterior surfaces including control panel. Please make sure the glass tray (if applicable) is left inside the appliance.

DISPOSAL: Check the unit for proper working condition.

BATHROOM(S): Clean vanity, medicine cabinet, mirror, sink, tub/shower area, toilet and toilet seat. Sweep and mop floor. Remove and dispose of any toilet tissue from holder.

BASEMENT: Sweep and damp mop stairs and floor. Clean laundry sinks. Remove any cobwebs.

FURNACE: Replace with new filter.

MUDROOM, PORCHES, PATIOS & DECKS: Sweep areas thoroughly.

CARPET CLEANING: If you plan to have the carpet shampooed, please use a professional service and provide a copy of the receipt of services.

It may be less costly to simply vacuum the carpets thoroughly and let us have them professionally cleaned and charge the cost to your account. This charge is very reasonable due to volume discounts.

PAINTING: We suggest that you leave the touch-up painting and picture nail hole repair to the professionals. Do-it-yourself work in this area is almost never acceptable and must be done over again by a professional painting contractor.

*Only those areas of the rental unit which require repainting and/ or touch-up will be done after you move out, unless it has been more three years since the unit was last painted by the Landlord. If it has been less than three years, you will be charged a pro-ration of the repainting cost based on a three-year life of the paint. We try to keep these costs as low as possible, while retaining the consistent, professional quality our customers deserve.

If it has been over three years since the unit was last painted by the Landlord, there will be no charge for repainting unless there are large holes, other wall damage, if the wall color has been changed by you and must be restored to its original color, or if it has been wallpapered by you and must be removed.

LANDSCAPING: If applicable, make sure the lawn is freshly mowed and raked, shrubs are trimmed, and weeds are cleaned out from flowerbeds.

DAMAGES: You will not be charged for any damages which were reported to us in your move-in inspection report. Feel free to accompany the inspector at the final inspection to address any concerns you may have.

OTHER:

- * Provide the office with your forwarding address prior to vacating.
- * Return all keys to the office if you will not be present for the scheduled Final Inspection.
- * Contact utility and insurance companies to finalize your services as of the day the keys will be returned.
- * Deactivate any online reoccurring payments.