

MOVE-OUT CHECKLIST

RENT You will need to pay your last month's rent as usual. You currently have a security/cleaning/damage deposit on record with us; however, we never deduct the last month's rent from your security/cleaning/damage deposit.

UTILITIES Power, water, and gas must remain in your name through the day of the move-out inspection. If you have turned your utilities off and we have to reconnect them for the move-out inspection, you will be charged the reconnection fee and be responsible for those days in rent.

CARPETS Your lease provides that the tenant have the carpets professionally cleaned and provide a receipt upon move-out. We will not accept a receipt from rented grocery store machines or home carpet cleaning machines. You must use a professional carpet cleaner. Please see enclosed vendor list.

CLEANING The house must be clean enough for the next tenant to move into. We will pay special attention to baseboards, windowsills and tracks, cobwebs, blinds, appliances, bathrooms, kitchens, cabinets, floors, and light fixtures. If you have a garage, it must be swept out. In addition, if your car has leaked any oil onto the garage or driveway, that must also be cleaned prior to move-out.

YARD The grass should be freshly cut, edged, and weed whacked around the sprinkler heads and house. Any weeds or miscellaneous garbage must be removed from the yard. Sprinkler system repairs must also be completed.

REPAIRS Any repairs that are the responsibility of the tenant must be completed. This includes leaky plumbing, sprinkler system, installing clean furnace filters, glass breakage, appliances (if damaged by tenants), and any damage by pets.

PLEASE KEEP IN MIND THAT YOUR ORIGINAL MOVE-IN INSPECTION FORM WILL BE USED AS A GUIDE UPON MOVE-OUT TO DETERMINE EXISTING DAMAGE AND REPAIRS REQUIRED ONCE YOU HAVE VACATED THE PROPERTY. PLEASE CALL 451-8700 WITH ANY QUESTIONS YOU MAY HAVE.