

## **MOVE OUT REQUIREMENTS**

## Following Is A List of Cleaning Requirements That Must Be Completed to Get Your Security Deposit Returned.

- Be sure the Site Property Manager does a Move-Out Condition Report with you before you leave <u>Important!</u> You must let the Site Property Manager know when you are ready to do the Move-Out Report.
- 2. Turn in all your keys, including laundry room keys to the Site Property Manager (also keys that you gave to family/friends).
- 3. Clean stove and oven completely (including behind and under).
- 4. Defrost freezer, clean fridge completely (including behind and under).
- 5. Wash all shelves and cupboards thoroughly in apartment.
- 6. If there are spots on the walls, wash them off.
- 7. Clean bathroom completely and thoroughly.
- 8. Wash baseboards around apartment.
- 9. Wash floors throughout entire apartment; vacuum and shampoo carpets\* (provide carpet cleaning receipt).
- 10. If sinks or tubs are used when cleaning, be sure they are cleaned.
- 11. Clean dishwasher inside and out.
- 12. Wash all windows, blinds, and window ledges.
- 13. Clean/wash all light fixtures. Ensure all light bulbs are in working order charges will be assessed for burnt out and/or missing bulbs.

- 14. Do not leave any garbage behind! There will be a charge for leaving furniture at the bin.
- 15. Wall Wallpaper removal cost of \$25/hr plus cost of re-painting issue of suite to be cleaned and washed as needed.

## **SERVICES AND THEIR CHARGES**

SERVICES	CHARGES
GENERAL SUIT CLEANING	MINNIMUN \$45.00/hr
PROFESSIONAL CARPET	MINNIMUM \$200.00 CHARGE
CLEANING CHARGE	
BLINDS CLEANING	MINIMUM \$45.00/hr
WINDOW CLEANING	MINIMUM \$45.00/hr
REPAIRS	MINIMUM \$55.00/hr
PAINTING	MINIMUM \$500
OVERHOLDING COST (FAILURE	\$200/DAY
TO VACATE BY 12 PM	
LIQUIDATED DAMAGES	\$805.00

NOTE: All Carpets Must Be Cleaned Prior To Moving Out. If You Do Not Have Them Cleaned, We Will, And the Cost Will Come Off Your Security Deposit.