

MOVE OUT CLEANING INSTRUCTIONS

It is our wish to refund your entire security deposit. In order for us to do so, we need your full cooperation in leaving the property in clean condition and good repair so that another person can move in the next day after you move out. If time and money is spent cleaning and repairing the property, you will be charged.

You will not be charged for "normal wear". In order to clarify our expectations and to aid you in getting the maximum refund, we ask that you read and follow these move-out instructions. Do not do a rush job, allow yourself ample time to do a thorough job. We suggest spreading out the cleaning over your last 30 days instead of trying to do everything on move out day.

GENERAL CLEANING

Vacuum all carpets thoroughly. All carpets must be **PROFESSIONALLY** cleaned with a truck-mounted unit.

Clean light fixtures, ceiling fans, window sills, window blinds, baseboards, closet shelves.

Wash windows and mirrors with window cleaner and leave them free of streaks.

Clean dirt and smudges from all walls, doors and wall switches.

Remove all nails and tacks from walls.

Carefully remove all decals, stickers and tape from all surfaces without causing damage.

Sweep and clean porch, steps, patio, sidewalk, driveway and garage.

Replace all missing and burned out light bulbs.

Check smoke detector. Replace battery if needed.

Mop and clean all tile and vinyl floors with a floor cleaner.

Remove all coat hangers from closets.

Remove all personal property, clothes, furniture and trash.

Make all repairs and replacements that you do not wish to be charged for.

Check all screens. Replace or repair as needed.

KITCHEN

Clean refrigerator, inside and out, including drawers, shelves, crisper, under crisper and freezer.

Turn refrigerator on low setting. **PLEASE DO NOT TURN OFF.** Place a box of baking soda inside to absorb odors.

Pull out refrigerator carefully and clean top, front, sides and floor underneath.

Clean entire stove top surface and control panel and lift stovetop to clean under burners.

Clean oven racks, broiler pan and stove drip pans with oven cleaner. Don't let oven cleaner drip onto floor.

If drip pans will not come clean, please replace them. (Available Wal-Mart, K-Mart etc.).

Pull out stove and clean front and sides and floor underneath.

KITCHEN CONTD.

Clean dirt and grease off stove hood and exhaust fan. Wash or replace exhaust fan filter as needed.

Run dishwasher to clean inside. Clean outside surfaces, door edges and control panel.

Pour some baking soda in garbage disposal and flush with water to clean.

Clean out all kitchen cupboards and cabinets. Remove all crumbs, dust and dirt with a sponge or damp rag.

Clean sink faucets and under sink cabinet. Use cleanser if needed. Rinse well.

Clean countertops and cabinet doors. Use Softscrub to remove stains on counters.

Clean kitchen floor thoroughly.

BATHROOMS

Clean tiles with Tilex. Remove soap and mineral stains. Clean grout and remove any mildew.

Clean tub and sink with cleanser or Softscrub. Rinse well. Clean faucets, handles and chrome.

Clean toilet bowl with bowl cleaner. Clean toilet tank, seat and outside of bowl with disinfectant cleaner.

Clean out medicine cabinet. Clean cabinets inside and out.

Clean chrome fixtures such as towel racks, soap dish, glass holder toilet paper holder, making sure each is secured to the wall.

Clean bathroom floor thoroughly.

If needed, clear drains with drain cleaner.

FURNACE - LAUNDRY ROOM

If applicable, clean washer, and dryer, make sure lint filter is clean.

Replace furnace filter.

Wipe dust off top of furnace and hot water heater.

Sweep floor.

FIREPLACES

Clean out all ash and vacuum firebox and hearth.

YARDS

Mow and water yard, clean up flower beds and remove all debris.

**REMEMBER THE GOLDEN RULE---LEAVE THE HOME AS YOU WOULD
LIKE IT TO FIND IT IF YOU WERE MOVING IN.**