



MOVE OUT CHECKLIST

30 days written notice must be given before you vacate! If notice is not given before 30 days from the date your lease ends, your lease will default to a month-by-month rental agreement. For example, if your lease ends on Aug. 31st then you must give notice before Aug. 1st

- _____ Please call 3-5 days prior to your move-out to schedule your inspection
- _____ Apartment must be broom swept clean, mopped, and vacuumed
- _____ All kitchen(s) and bathroom(s) must be completely clean
- _____ All walls must be clean and painted the same color as before tenancy began
(Unless Tenant has been given prior written permission from Landlord)
- _____ Vacuum and clean any/all carpet(s)
- _____ Clean all windows and window tracks
- _____ Remove all of your personal possessions and belongings.
- _____ No trash shall be left behind; Do NOT leave garbage at the curb
- _____ If applicable, all exterior areas shall be cleaned of debris and left clean
- _____ If applicable, exterior lawn and landscaping shall be presentable
- _____ Leave all kitchen appliances, window treatments, phone jacks, etc.
- _____ All keys shall be returned at inspection
- _____ All light fixtures are to work properly, with working light bulbs
- _____ All electric is to work properly
- _____ All plumbing is to be free of any leaks or blockages
- _____ All heating is to be working properly
- _____ All smoke alarm(s) and carbon monoxide alarm(s) shall be working properly
- _____ Leave ALL utilities on until your move-out inspection has completed
- _____ Walls are to be free of any tape, adhesives, stickers etc.
- _____ Any holes or damage to walls, cielings, etc. are to be patched and painted.
- _____ Refridgerator and Freezer are to be cleaned of any contents and wiped down, inside and out.
- _____ Each broken window screen (including torn screens) will be a \$50 dollar fine.

All of the aforementioned items need to be done PRIOR to your move-out inspection so that you can RECEIVE YOUR SECURITY DEPOSIT BACK. Any and all repairs, repainting, trash removal, cleaning, and/or any other expenses that are attributed to restoring your home to its condition prior to your tenancy will be deducted from your Security Deposit.

If additional money is needed to restore said home, Landlord will send Tenant a bill and/or file legal suit for said money in court.

Your Security Deposit will be mailed within 30 days of your move-out inspection to the address you provide Landlord (if no new address is given, any remaining Security Deposit money will be mailed to current mailing address and the Post Office will be responsible for forwarding any/all mail to your new listed address). Please also note the replace/repair cost(s) for items you leave in disarray.

Please remember to deliver your home in the same condition it was in prior to your tenancy. This will ensure YOU RECEIVE THE MOST MONEY POSSIBLE!

We wish you good luck with your move.

Tenant(s) _____ Date _____
Tenant(s) _____ Date _____