



784 Wall Street Suite 150, PO Box 459
O'Fallon, IL 62269
618-624-4610
rental@cecilmanagement.com

MOVE OUT CHECKLIST

To help get your deposit back, please follow the below checklist

You are required to return the home empty and in clean condition

Cleaning issues will NOT be considered to be normal wear and tear

If home is not satisfactorily cleaned, has trash or abandoned items, appropriate charges will be deducted from your Security Deposit

Recommended general cleaning companies giving CMG rates:

Jackie Walker @618-660-9068

All Brite @ 618-257-3440

Debbie Kolb @ 618-444-5577

As required by your lease, carpets must be professionally steamed cleaned. A paid receipt must be provided at your move out. Renting a carpet cleaner or using your personal carpet cleaner is not acceptable.

Recommended carpet cleaning companies giving CMG rates:

Bio Fresh @ 618-343-0168

Extreme Clean @ 618-520-6175

GENERAL CLEANING:

- _____ Remove nails from walls.
- _____ Cobwebs removed, wash all walls, baseboards, doors, door frames, light switch & outlet covers, registers and vents.
- _____ Closet cobwebs removed and shelves cleaned.
- _____ Light fixtures and covers cleaned and have working bulbs. Dust and clean ceiling fans.
- _____ Window and patio doors cleaned; this includes window sills and tracks.
- _____ Fireplace cleaned out and vacuumed.
- _____ Replace furnace filter. All smoke and CO alarms must have working batteries.
- _____ Washer & dryer cleaned inside and out, filters cleaned.
- _____ All non-carpeted floors mopped and cleaned, including corners and edges.
- _____ Carpets professionally steam cleaned. Present receipt at final inspection.



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KITCHEN:

- _____ Stove cleaned inside & out; including racks, broiler pans, stovetop display panel & dials. Replace drip pans. Clean floor under and behind.
- _____ Dishwasher cleaned inside & out; including around the inside of the door.
- _____ Microwave cleaned inside & out; including underside and filter.
- _____ Refrigerator cleaned inside & out, back coils vacuumed. Clean floor under and behind. *DO NOT TURN OFF REFRIGERATOR*
- _____ Exhaust fans and overhead light free from grease & dirt; including filter.
- _____ Clean all counter tops. Clean sink and faucet fixtures; remove any water spots, calcium, lime, rust or soap scum.
- _____ Remove any shelf paper. Clean inside & outside of all cabinets and drawers, including fronts. Clean all shelves & drawers.

BATHROOMS:

- _____ Vanity & medicine cabinet fronts and sides cleaned; including counter tops shelves, mirrors, drawers, shelving and towel bars.
- _____ Clean all tubs, shower walls, sinks, faucets, ceramic tiles, glass doors; removing any water spots, calcium, lime, rust or soap scum.
- _____ Exhaust fans should be cleaned.
- _____ Thoroughly clean toilet, inside and out.

EXTERIOR:

- _____ Remove all personal items and garbage.
- _____ Mow & trim yard, weed & trim landscaped areas, remove all debris, including leaves & limbs.
- _____ Sweep patio, deck and storage areas

GARAGE:

- _____ Remove all personal items and garbage
- _____ Sweep floor, remove any cobwebs.
- _____ Clean any oil stains from floor using an appropriate cleaner.