

MOVE OUT CHECKLIST

- ✓ THE FOLLOWING MUST BE COMPLETED PRIOR TO YOUR MOVE OUT INSPECTION TO HELP US RETURN YOUR DEPOSIT WITHOUT ANY CHARGES
- ✓ CLEANING ISSUES WILL NOT BE CONSIDERED NORMAL WEAR AND TEAR
- ✓ ALL CARPETS MUST BE PROFESSIONALLY STEAMED CLEANED AND A PAID RECEIPT PROVIDED AT MOVE OUT
- ✓ **DEPOSIT REFUNDS ARE PROCESSED 30 DAYS AFTER YOUR LEASE-END. WE WILL EMAIL YOUR CLOSING STATEMENT TO YOU. TO EXPEDITE DEPOSIT REFUNDS, WE WILL ELECTRONICALLY DEPOSIT THE REFUND DIRECTLY INTO YOUR BANK ACCOUNT. PLEASE EMAIL RENTAL@CHOOSEKWG.COM A PICTURE OF A VOIDED CHECK AND YOUR CURRENT EMAIL ADDRESS.**

RECOMMENDED CARPET CLEANING COMPANIES GIVING DISCOUNTED RATES

BIO FRESH 618.343.0168

EXTREME CLEAN 618.520.6175

RECOMMENDED PROPERTY CLEANERS THAT GUARANTEE THEIR WORK

Scrubby Knuckles House Cleaning
Crystal
618-406-0794
Crystalburress451@yahoo.com

Jackie Walker
618-660-9068

All-Bright Cleaning Services
Ava
618-257-3440
ava@allbrightinc.com

GENERAL CLEANING

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| Remove cobwebs from walls, ceilings, baseboards, doors, door frames, closets, shelves, etc. | Remove scuff marks, crayons, marker, food etc from walls, light switches. Can use Magic Eraser or comparable product. |
| Remove nails from walls – DO NOT PATCH HOLES | Dust & clean top and bottom of ceiling fans |
| Clean all light fixtures, light switches, outlet covers, registers, vents & baseboards | All smoke & CO detectors must have working batteries |
| Windows & patio doors cleaned, including sills and tracks. | Fireplace cleaned out & vacuumed (if applicable) |
| Washer & Dryer cleaned inside & out; including filters (if applicable) | All non-carpeted floors cleaned, including corners, edges & baseboards |
| Replace furnace filter | All lights must have working bulbs |

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KITCHEN

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| Oven cleaned inside & out including oven racks, broiler pans & warming drawer | Stovetop cleaned including display panel, & dials. Replace drip pans. |
| Floor cleaned under stove & refrigerator | Dishwasher cleaned inside & outside, including inside of door |
| Microwave cleaned inside & outside including underside. Replace filter. | Refrigerator cleaned inside & outside, back coils vacuumed. DO NOT TURN OFF REFRIGERATOR. |
| Exhaust fans & overhead lights free from grease & dirt. Replace filter. | Clean all countertops |
| Clean sink & faucets, removing any water spots, calcium, lime, rust and soap scum. | Cabinets & drawers - clean inside, outside & fronts. |

BATHROOMS

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| Vanity & medicine cabinets front, sides, & shelves and drawers cleaned | Countertops cleaned |
| Mirrors cleaned | Towel bars cleaned |
| Tubs, showers walls, sinks, faucets, ceramic tile, glass doors cleaned removing any water spots, calcium, lime, rust and soap scum. | Exhaust fans cleaned |
| Toilet cleaned inside, outside including bottom | Floors thoroughly cleaned, including baseboards and behind toilet |

EXTERIOR

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| Remove all personal items | Remove all garbage |
| Mow & trim yard | Weed & Trim landscaped areas |
| Remove all debris including leaves & limbs | Sweep patio, deck and storage areas |

GARAGE

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| Remove all personal items | Remove all garbage |
| Sweep Floor & Walls | Remove all cobwebs |
| Clean oil stains from floor using appropriate cleaner | |