

Listed below are a few things we look at during the Final Move-out inspection, when ALL tenants are moving out of the unit.

Do NOT turn off or unplug your refrigerator under any circumstances.

1. Removal of all personal possessions as well as trash.
2. Dust and wipe clean all trim (crown & door molding, baseboards, window trim and ceilings).
3. Clean or replace broken or dirty switch plates and outlet covers.
4. Clean ceiling fans; remove any fans you installed and reinstall light fixtures.
5. Clean light fixtures; make sure all bulbs are working.
6. Mini blinds should be working and clean.
7. Clean AC vents, make sure filters are clean.
8. Vinyl flooring cleaned of all scuffmarks, stains, hair and dust.
9. **Carpets vacuumed and professionally steam cleaned**, have your receipt.
10. Cabinets wiped inside and out and tack paper removed.
11. Countertops cleaned and undamaged.
12. Walls clean and free of splatters, sprays, bed rubs or furniture marks.
13. Scrub and disinfect all sinks, tubs, and toilets (Kaboom works well on soap scum with some elbow grease).
(Remember if you can scratch soap scum off with your finger nail it will come off).
14. Appliances: all thoroughly cleaned inside and out
 - a. **Stove**- eye rings, drip pans, under drip pans (**most stove tops lift up**)
You may have to replace drip pans.
 - b. **Oven**- use oven cleaner also clean racks: make sure you wipe cleaner out.
 - c. **Vent hood** – Clean grease off. You can wash the filter in the dishwasher, make sure the bulb works.
 - d. **Refrigerator** – leave it plugged in and on, clean it out and scrub everything including drawers and shelves.
Do not unplug or turn fridge off.
 - e. **Dishwasher** – make sure there are no dishes, and clean out the bottom.
 - f. **Washer** - wipe down underside of lid, top and control panel.
 - g. **Dryer** – free of lint. Check behind for Lost Items
15. Mirrors should be free of prints, splatters and streaks.
16. Sweep patios and decks.
17. Remove nails, spackle large holes. **DO NOT USE TOOTHPASTE.**

Remember carpet damage is your responsibility. Do **not** put furniture in or around our regular dumpsters. **Use rollaway dumpsters only (if available).** You are responsible for disposing of your furniture & mattress, if need be you will need to take them somewhere or you will need to have them picked up. If you need to paint, you'll need to take a paint sample to Porter Paints on Baxter Street.

For cleaning SOAP SCUM, purchase a product that says "**FOR SOAP SCUM**", spray it on, leave it for about 10 minutes, use a scrubby and rinse. If you have a ring in your toilet a pumice stone works Great. Magic Erasers work amazing on countertops and many things.

If carpets are not professionally steam cleaned, we will have them cleaned and charge you what they charge us. You Must vacuum your carpet even if we are arranging the steam cleaning, unless we are also setting up the cleaning & steam cleaning for your unit. If we are handling only the steam cleaning you still MUST vacuum your carpet.