



How To Get Your Deposit Back

Rooms:

- The paint must be restored to its original condition when you moved in. The only exception to this policy is if written permission has been granted by EXIT Realty Producers Property Management.
- All windows, sliding glass doors, screens, storm shutters/windows must be thoroughly washed. This includes the window and door tracks, frames, jams, and windowsills. This also includes blinds and window treatments.
- All doors, trim, baseboards, and woodwork must be wiped down and free of dust and dirt.
- Smoke detectors should be in working order with new batteries.
- All light fixtures, fans, light switches, and outlets must be wiped down and free of dust and dirt.
- A/C and furnace filters must be changed
- Fireplaces must be swept and clean of ashes and debris
- All flooring (not carpeted) should be washed and waxed (wax as applicable)
- Carpeted areas (this includes steps) must be steam cleaned by a professional carpet cleaner. If there are pets, we require that the carpet be treated for odor and pests. A receipt from a professional steam cleaning company is required upon move out to fulfill this requirement.

Kitchen:

- All exhaust fans, vent covers and hood vents should be in working order and thoroughly cleaned from grease, dirt, dust and debris.
- Kitchen cabinets, sinks, countertops, shelves and drawers must be wiped clean inside and out.
- The refrigerator and freezer must be emptied and cleaned inside and out. The refrigerator should be moved so that the wall behind and the floor underneath can be cleaned (make sure you do not damage the flooring when you move the refrigerator).
- Stoves, ovens, cook tops, microwaves, and all other appliances must be thoroughly cleaned inside and out. Please use the self cleaning function on the oven (as applicable). Please remember that even if the self cleaning cycle is used, the oven will still need to be wiped out in most cases. There should be no grease, grime, ash, or other debris left on or in the appliances. Do not use abrasive cleaning materials on appliances as they can damage the finish.
- The kitchen floors and walls must be wiped down and free of stains, dirt, dust and grease

Bathrooms:

- Bathtubs, showers and toilets must be cleaned and disinfected. They must be free of soap scum, mildew and grout discoloration**
- Cabinets and vanities need to be thoroughly cleaned and disinfected inside and out. The mirrors must be clean and free of streaks.**
- The floors need to be washed and sanitized. This includes around the bottom of the toilet, baseboards, grout and caulking**

General Areas / Grounds:

- All trash, debris and personal items must be removed from the premises. If trash is left at the curb during the move out process, it must meet the guidelines of the waste management system that services the dwelling. If excess trash is left it will be removed at the tenant's expense.**
- The lawn, shrubs, trees and plants should be properly trimmed and in good condition. Any flower beds should be properly maintained and free of weeds and leaves.**
- Walkways must be swept**
- Any stains from vehicles or other stains on the concrete or walkways outside must be removed.**
- The garage must be clean and swept out. If there were tools or items left when you moved in, they should be clean, in good condition, and in the same place as when you moved in.**
- Gutter and downspouts should be cleaned and free of leaves and other debris.**
- The washer and dryer should be wiped down inside and out. Make sure you clean the lint trap for the dryer. Also make sure you clean behind and underneath the washer and dryer. Make sure you do not damage the flooring when moving the washer and dryer.**

EXIT Realty Producers Property Management is committed to honest and fair service. It is our policy to return as much of your security deposit as possible. Please help us by making sure all of these items have been addressed prior to moving out. You will be informed in a timely manner if any claims are being made against your security deposit.