

Move Out Check List

For Reference Purpose Only

Kitchen/ Dining Room

Refrigerator

- _ Move Refrigerator away from wall
- _ Remove grease and grime off wall behind refrigerator
- _ Scrub and mop floor where refrigerator normally stands
- _ Defrost freezer and clean
- _ Clean inside of refrigerator before replacing shelves and crisper

Stove

- _ Remove grease and grime off the wall and cabinet sides around and behind stove
- _ Scrub, mop wax floor where stove normally stands
- _ Move Stove back in place
- _ Remove grease and grime off range hood
- _ Clean range top. Front doors
- _ Remove grease and grime from oven, including racks and broiler

Cupboards and Drawers

- _ Remove all food /debris particles from all surfaces
- _ Wash and rinse all shelves and drawers
- _ Clean all cabinets doors and drawer fronts inside and outside

Dishwasher

- _ Clean inside and outside including door edge

Light Fixtures

- _ Remove all fixtures, clean, replace burnt out light bulbs, and put fixtures back in place

Baseboards

- _ Wash & Rinse

Work areas and under sink

- _ Clean under sink, making sure it is debris and grease free
- _ Clean countertops and sink

Floors

- _ Scrub and mop vinyl floors

Bathroom

- _ Remove soap scum and stains from tub fixtures and shower rod
- _ Clean and shine wall tile around tub areas
- _ Scour sink and soap holder
- _ Clean inside and outside of medicine cabinets and cabinet door including mirror
- _ Remove light fixtures, clean, replace burnt out bulbs, and replace light fixture
- _ Vacuum all carpets
- _ Wash all baseboards
- _ Scrub and mop all vinyl or tiled are

Bedrooms/ Hallways/Living Room

- __ Clean windowsills, frames, tracks, casing, and both sides of glass
- __ Clean closet shelves, rods, tracks, casing, and both sides of doors
- __ Clean both sides of all doors including casings
- __ Remove light fixtures, clean, replace burnt out bulbs and replace light fixtures
- __ Vacuum all carpets
- __ Wash all baseboards __ Scrub and mop all vinyl or tiled areas

Utilities .Post Office, and Key Return

- _ Call all utility companies and notify of move-out date and keep light and water on for 3 business days after move out.
- _ Make certain all utility payments are current. Remember you are responsible for all utility payments until the time you return the keys to the office
- _ Notify Post Office at www.usps.com of your change of address
- _ Notify Red Door Real Estate, LLC of your new address

- _ Return keys to the office during business hours or in the drop box after hours, labeled with the property address

Carpet Cleaning

Carpets are to be cleaned by a professional carpet cleaner upon move out. As a tenant you may have the carpets cleaned by a professional and return a copy of the receipt to the property manager showing proof of cleaning. Or alternatively the property management will have the carpets professionally cleaned and the expense will be deducted from your security deposit.