

The Following is a Cleaning List for Tenants to Perform Upon Vacating:

NOTICE: RESIDENT IS RESPONSIBLE FOR THE PROFESSIONAL CLEANING OF THE CARPET AND DRAPES (IF APPLICABLE). IF YOU ORDER SERVICE YOURSELF, YOU MUST PROVIDE MANAGEMENT WITH RECEIPT FOR THE FILES. A PORTION OF PAINTING COSTS MAY APPLY, DEPENDING UPON YOUR LENGTH OF OCCUPANCY.

Checklist:

1) KITCHEN

- Cobweb walls and ceiling
- Stove-Clean inside and out. Pull stove out and clean under, behind and sides.
Clean stove Drawer. Replace drip pans if needed
- Stove vent-Remove screen and clean vent. Clean outside of vent.
- Refrigerator-inside and out
- Dishwasher-inside and out
- Cabinets and Drawers-Vacuum out cabinets and drawers. Clean cabinets and drawers inside and out. Wipe down drawer tracks.
- Clean under side of top cabinets. Clean kick plates under cabinets.
- Clean light fixture covers, outlets and switch plates.
- Clean all heater vent covers and vacuum out heaters.
- Clean windows inside and out. Clean window screens, windowsills and tracks.
- Wipe down all trim.
- Clean blinds.
- Scrub Floor.

2) LIVING ROOM

- Cobweb walls and ceiling.
- Doors-clean door jams, door knobs, and wipe down doors.
- Clean windows inside and out. Clean window screens, windowsills and window tracks.
- Clean light fixture covers, switch plates and outlet covers.
- Carpets-Vacuum and edge carpets. Wipe down trim.
- Remove and clean heater vent covers and vacuum out heater.
- Remove blinds and clean.

3) BATHROOM

- Cobweb walls and ceiling,
- Clean shower and tub.
- Clean toilet.

- Clean sink.
- Clean mirrors.
- Cabinets-inside and out
- Remove fan vent cover and clean. Vacuum fan.
- Clean light fixture covers and outlet covers.
- Remove and clean heater vent cover and vacuum out heater.
- Wipe down all trim.
- Scrub floor.

4) BEDROOMS

- Cobweb walls and ceiling.
- Closets-wipe down shelves and rods. Wipe down closet doors.
- Doors-clean door jams, door knobs and wip down doors.
- Clean windows inside and out. Clean window screens. Clean windowsills and window tracks.
- Carpets-Edge and vacuum carpets. Wipe down all trim.
- Clean all light fixtures, switch plates and outlet covers.
- Remove blinds and clean.
- Remove and clean heater vent covers and clean. Vacuum out heater fan.

5) LAUNDRY ROOM

- Cabinets inside and out
- Washer inside and out. Clean behind and under
- Dryer-inside and out. Clean behind and under. Vacuum dryer vent.
- Clean walls and ceiling.
- Scrub floor.

6) GARAGE

- Sweep Floor.
- Remove grease or oil stains with a commercial product if needed.

7) LAWN/DRIVEWAYS

- Mow and trim.
- Pick up any loose trash.