

# MOVE-OUT CLEANING GUIDE CHECKLIST

Please initial each item & give to MEDERO agent at move-out inspection.



## KITCHEN

### Oven

- Inside cleaned Initial \_\_\_\_\_
- Stove top, element rings, & spill pans Initial \_\_\_\_\_
- Hood fan & filter screen Initial \_\_\_\_\_
- Pull out and wash walls & floors. (Behind & under stove) Initial \_\_\_\_\_
- Wash stove sides Initial \_\_\_\_\_

### Refrigerator

- Inside cleaned Initial \_\_\_\_\_
- Pull out to wash surrounding walls & vacuum the coils Initial \_\_\_\_\_
- Clean top, under, and sides of fridge Initial \_\_\_\_\_

### Miscellaneous

- Floors Initial \_\_\_\_\_
- Cupboards and drawers (inside & out) Initial \_\_\_\_\_
- Counter tops and sinks Initial \_\_\_\_\_
- Light fixtures and bulbs (replace if burnt out) Initial \_\_\_\_\_
- Wash windows and any glass doors Initial \_\_\_\_\_

## BATHROOM

- Sink, toilet, vanity, tub, and/or shower Initial \_\_\_\_\_
- Cabinets, (inside & out) Initial \_\_\_\_\_
- Exhaust fan Initial \_\_\_\_\_
- Light fixtures and bulbs (replace if burnt out) Initial \_\_\_\_\_
- Floors Initial \_\_\_\_\_
- Wash windows and any glass doors Initial \_\_\_\_\_

## LIVING ROOM - BEDROOMS - ENTRANCES - HALLWAYS - STAIRS

- Carpets professionally steam cleaned with receipt Initial \_\_\_\_\_
- Walls, baseboards Initial \_\_\_\_\_
- Windows & Sills Initial \_\_\_\_\_
  - Clean inside & outside Initial \_\_\_\_\_
  - Clean between panels Initial \_\_\_\_\_
- Window coverings (blinds/curtains/drapes cleaned) Initial \_\_\_\_\_
- Light fixtures and bulbs (replace if burnt out) Initial \_\_\_\_\_
- Closets (including doors, walls, shelves, and the floor) Initial \_\_\_\_\_
- Furniture (wash or vacuum all furnishings supplied) Initial \_\_\_\_\_

## LAUNDRY

- Washer - Dryer Initial \_\_\_\_\_
- Clean inside & out, clean dryer filter Initial \_\_\_\_\_

## **OUTSIDE AREAS**

- Lawn mowed and raked
- Snow removal
- Deck, and steps cleaned
- Furnace filter changed

Initial \_\_\_\_\_

Initial \_\_\_\_\_

Initial \_\_\_\_\_

Initial \_\_\_\_\_

## **NOTE:**

Any chips in fixtures, counters, holes in walls, will be charged for. Records are kept of previous marks, etc.. on these items.

Call for an inspection when ready to turn in the keys, leave your forwarding address. The security deposit will be mailed to you no later than the tenth of the following month.

## **FINAL NOTE:**

Should MEDERO be required to co-ordinate ANY cleaning or repairs which are the tenants responsibility, the tenant will pay MEDERO an Administration charge (minimum \$100.00) over and above the cleaning and repair costs.