

## Move-out Instructions

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### Cleaning

- Without exception you are required to return the rental unit in a clean and empty condition. Cleaning issues are NOT considered ordinary wear and tear under Idaho Landlord/Tenant Guidelines.
- Regardless of effort, if the rental unit is not cleaned to Landlord's satisfaction, has trash or abandoned items, appropriate charges will be deducted from your Security Deposit. If it is necessary for the Landlord to clean the rental unit, our labor costs will be much more than if the rental unit was properly cleaned in the first place.
- As stated in your lease, your carpet was professionally cleaned before you moved in, and you will be responsible for the cost to have the carpets professionally cleaned after you move-out to ensure no one tracks over damp shampooed carpeting. Landlord will arrange professional cleaning with a service of Landlord's choosing who will guarantee cleaning, and Landlord will only charge Tenant for the actual cost of carpet cleaning invoiced. If you prefer to contract the cleaning yourself a receipt is required.
- Please do not have the Utilities turned off – Have them transferred back to 1<sup>st</sup> Avenue Properties.

The attached instructions must be complied with to receive a refund of your security deposit. If you do not clean in accordance with the required specifications detailed below, you will be held liable for reasonable cleaning charges – including charges for cleaning carpet, walls appliances, etc. that are soiled beyond normal wear.

**Cleaning Checklist is attached**

## **Kitchen**

- Refrigerator should be defrosted, if required and thoroughly cleaned, including freezer, shelves and drawers and left on low setting. **DO NOT UNPLUG!** Must move appliance and thoroughly clean underneath.
- Range must be spotless in all areas, including the oven, shelves, broiler pan and bottom drawer. Must move the range to thoroughly clean underneath.
- The vent hood must be cleaned outside and underneath including the filter.
- Exhaust fans and overhead light should be free from grease & dirt, including screen.
- Dishwasher interior should be wiped out including around the inside of the door.
- Microwave oven (if applicable) must be cleaned inside and out.
- Garbage disposal should have ice run through it to clean blades & deodorize.
- Kitchen floor cleaned & mopped. Baseboards must be cleaned as well.
- Cabinets and drawer fronts cleaned. Interior of cabinets wiped out.
- Sinks and countertops must be clean and free of hard water residue.
- Clean doors and around door frames.
- Clean vents on floor or wall.
- Replace any burned out light bulbs.

## **Bathrooms**

- All fixtures must be clean, shiny and free of soap film.
- Cabinets and drawers must be wiped clean.
- Shower enclosures must be clean and free of soap film and mildew.
- Toilets must be cleaned inside and out and sanitized.
- Tile washed and grout cleaned.
- Exhaust fan covers taken down and cleaned.
- Mirror cleaned and streak free.
- Bathroom floors mopped and baseboards cleaned.
- Clean soap dishes and wipe down towel bars.
- Replace any burned out light bulbs.

## **General Cleaning**

- Walls should be washed – marks, scuffs, grease and grime removed.
- Remove all cob webs from walls and ceilings.
- Clean switch plates and plug covers.
- Fireplace (if applicable) should be cleaned of all debris
- All light bulbs replaced.
- Light fixtures, globes and covers should be washed & put back up.
- Blinds and window coverings cleaned. Everything must be removed from closets including coat hangers and shelves cleaned.
- All floors must be cleaned and mopped.
- HVAC filters replaced.
- Smoke Detector batteries must be replaced.
- Clean ceiling fan blades and light fixtures.
- Patios and balconies must be clean and free of dirt, trash and debris.
- Remove nails, screws and hooks from walls and ceilings and patch holes. If you intend to do touch up painting, you must paint the ENTIRE wall with an approved color.
- Windows are to be cleaned including window sills and TRACKS!
- Blinds must be dust free and in good working condition.
- A/C vents must be cleaned or replaced upon move-out.
- All doors and trim must be wiped down.

## **Yard**

- Lawn must be neatly mowed and edged, trees and shrubs pruned or trimmed.
- Flower beds weeded and neat.
- Leaves raked and bagged
- Any animal droppings must be picked up and disposed of.
- All trash and garbage must be removed from the premises (including curbside). If you have trash that exceeds normal pick-up you must arrange to have it hauled away.
- Replace any window screens and/or windows damaged during your tenancy.
- Walkways, driveways, patios and garage floors must be cleaned and free of oil, grease and debris.
- Repair any pet damage to yard.
- Clean outdoor light globes, replace any burned out or missing bulbs.

## **Garage**

- Remove all personal items and garbage.
- Sweep floor and wipe down shelving.

## **Misc:**

- You must provide us with a complete forwarding address.
- We will conduct a final move out inspection after all furnishings have been removed, all CLEANING HAS BEEN COMPLETED according to the “To do when moving out” sheet.
- Utilities must be on during the final inspection. If the utilities are not on for the move-out inspections, tenants will be charged a \$35 return trip charge. Any delays caused by the utilities not being on will delay the return of your security deposit.
- Tenants are not permitted back on the property after vacating.

This list is for reference only and is not intended to be all inclusive.