

Move out Checklist

Address _____ **Date** _____

- 1. House is move in ready clean _____
 - a. Appliances clean
 - i. Top of fridge
 - ii. Under and behind and inside oven and fridge, range hood, and microwave
 - b. Carpets professionally cleaned
 - c. Hard floor surfaces swept and mopped
 - d. Basement and garage floors swept
 - e. Cobwebs removed, baseboards clean, inside of windows clean
 - f. Kitchen cabinets clean, inside wiped and empty, outsides wiped and clean
 - g. All light bulbs are working, all sinks and tubs draining, garbage disposer working, toilets flushing properly
 - h. Smoke detectors are installed have batteries are not beeping
 - i. Furnace filter is clean, return air vents are clean
 - j. Yard and flowerbeds picked up free of leaves, limbs, trash, gutters clean, outside AC clean
 - k. Garbage containers empty, no trash left at curb
 - l. Lawn is mowed, bushes are trimmed
 - m. No items of any sort left in house

2. House is undamaged beyond normal wear and tear, and items / areas noted on move in _____

- a. Paint / Walls
- b. Flooring
- c. Carpets
- d. Doors / Trim
- e. Fixtures
- f. Exterior
- g. Screens / Storm doors
- h. Windows
- i. Blinds
- j. Outlets / Switches / Plate covers

NOTES-----

Repairs needed that are tenant responsibility _____

Repairs needed due to normal wear and tear _____

Keys – Front ___ Back ___ Garage ___ Pool ___ Other _____

Remotes ---- Garage _____ Ceiling Fans _____ Other _____

Forwarding address of tenant: _____

Leasing Agent _____

Tenant _____

Date _____

Date _____