

MOVE OUT GUIDELINES

Cornerstone Management expects that, aside from normal wear and tear, our properties will be returned to us at the end of the lease clean and in good repair. In order for Cornerstone Management to refund you as much of your security deposit as possible, please review the following move-out guidelines and attached cleaning checklist. A full refund will be returned if:

- The full term of the lease contract has been met or the full rental balance of the lease has been paid in full
- Written notice to vacate has been received by Cornerstone Management on or before the first day of the month to be effective on the last day of that month. (See section 8 and 10 of the *Residential Tenancy Act*)

As a landlord, we may make deductions from your security deposit for:

- Repair of damage to the premises caused or permitted by the Tenant
- Cleaning needed to make the premises reasonably clean
- Rent owed to the Landlord
- Any other liability or obligation owed by the Tenant to the Landlord

PLEASE NOTE:

- Your security deposit WILL NOT be used as your last month's rent
- All carpets will be cleaned by the manager's carpet cleaner and the cost will be deducted from the security deposit UNLESS a receipt is provided from a TRUCK MOUNTED Professional Carpet Cleaning company and the work is deemed satisfactory by the Property Manager
- It is at the discretion of the Property Manager to charge for any additional cleaning. If additional cleaning is needed, all charges will be deducted from your security deposit.

It is your responsibility to call **780-701-7400** and schedule a time to complete your move out inspection at the end of your tenancy. As per your signed lease agreement, and Section 19 of the *Residential Tenancy Act*, your tenancy ends at **12 noon** on the last day of your tenancy, unless other arrangements have been made with a Property Manager.