



## Move Out Checklist:

(For reference purposes only) You are required to return the house empty and in clean condition. Cleaning issues will not be considered normal wear and tear under any circumstances. If the house is not in a clean, satisfactory condition, has trash or abandoned items, appropriate charges will be deducted from your security deposit. As required by your rental agreement, you will be responsible for the cost of mandatory professional carpet cleaning, which will be performed after you move out by a carpet cleaner of your choice. Invoice is required. If an invoice is not presented to UPM, carpet cleaning cost will be deducted from the security deposit. Do not rent a cleaner or use your personal carpet cleaner before you move out.

If you need assistance on finding a vendor to assist with any of these items listed, please feel free to contact us. We have very reasonable vendors we use frequently and can give you a quote or jump right in if you need it (carpet cleaners, house cleaners, yard maintenance, pressure washers, etc..)

**\*Note: Rent charges continue until all keys are turned into our office or collected**

### GENERAL HOUSE CLEANING, ALL ROOMS OF THE HOUSE:

- Walls should be washed and/or marks removed, including streaks from furniture
- Holes in wall should be filled with spackle and sanded down to smooth finish
- Large holes (from screws or wall anchors) must be patched
- Clean all windows, inside and out, including the tracks inside/outside
- Cleaning window coverings
- Vacuum carpet and edges by trim
- Wipe down all baseboards and/or trim
- Wipe down doors and door frames
- Wipe down walls

### KITCHEN:

- Stove top and oven must be completely cleaned, including under and on the sides of the unit
- Exhaust fan and overhead light should be free from grease, dust, dirt including filter
- Dishwasher should be wiped out, including around and inside the door
- Garbage disposal must be cleaned, run ice cubes through it
- Cabinets must be cleaned, inside and all cabinet fronts must be free of dirt, food, and items
- Clean inside and outside of microwave including filter underneath
- Clean fridge inside, outside, on top, behind, and underneath. Remove all interior doors and clean inside. Do NOT turn off fridge when vacating and REMOVE ALL ICE
- Clean all countertop surfaces, including kitchen sink
- Wipe down all pantry and/or island shelves
- Wipe down all baseboard/trim

### LIVING ROOM:

- Clean all windows, inside and out, including the tracks inside/outside
- Clean window coverings
- Vacuum carpet and edges by trim

- Wipe down all baseboards and/or trim
- Wipe down doors and door frames
- Wipe down walls

**BATHROOMS:**

- All tile and grout should be washed and cleaned
- Vanity must be cleaned, including all shelves, drawers, and mirrors
- Tub, shower, sink, and toilet must be cleaned and sanitized
- Exhaust fan should be cleaned
- Wipe down face of vanity cabinets and drawers
- Clean walls, doors, door frames, remove any cobwebs

**BEDROOMS:**

- Vacuum carpet and edges by all trim
- Wipe down all trim and baseboards
- Wipe down walls, removing any cobwebs
- Clean windows inside/outside including window tracks
- Clean window coverings
- Clean doors and door frames
- Clean out closet, wipe down walls and wipe down shelves

**YARD, FRONT, & BACK (Unless otherwise specified):**

- Weed all flower beds, remove weeds and roots
- Mow and edge lawn
- Remove personal items from yard areas
- Replace or repair any torn or damaged screens
- Remove all pet waste from yard and property

**GARAGE:**

- All trash must be removed from premises
- Remove/clean oil stains
- Sweep floor
- Remove cobwebs
- Clean driveway, removing oil stains

**MISCELLANEOUS ITEMS**

- Clean all ceiling fan blades, window coverings, and any drapes
- Empty and clean out storage units, garage, deck, and/or patio
- Replace all burnt out bulbs throughout the property, garage included, with proper fitting bulbs
- Replace AC filter
- Replace garage door opener batteries, if necessary
- Remove hooks, ceiling hooks, mounted mirrors that you installed and properly patch holes
- Clean patios and/or decks, front and back of house
- Pressure wash home if needed

\*\*\*\*This list is for reference only and is not intended to be all-inclusive. The unit you live in may have additional requirements\*\* Please contact UPM for any tasks you have questions on.