



## How to get your full deposit back:

Complete the checklist below to cover the issues we'll be reviewing when we're readying a home for a new resident. Please use this checklist as a guide, but keep in mind that this list may not cover every situation or item that needs your attention.

### Refrigerator

- Move the refrigerator away from the wall.
- Remove grease and grime off the wall behind the refrigerator.
- Vacuum and mop floor where refrigerator normally stands
- Clean sides of refrigerator.
- Defrost freezer and clean.
- Remove and clean all shelves and crispers.
- Clean inside of refrigerator.
- Replace shelves and crispers.
- Move refrigerator back in place.
- If any odor is still present after full cleaning, please leave an open box of baking soda inside.

### Stove

- Remove grease off wall and cabinets around or behind the stove.
- Vacuum and mop floor where stove normally stands.
- Clean or replace drop pans (requires removing burners).
- Wipe down front and sides of range.
- Remove grease and grime off range hood.
- Clean range top, front, and doors.
- Clean rack and broilers.
- Move stove back in place once cleaned.

### Cupboards and Drawers

- Remove all food/debris particles from all surfaces.
- Clean all cabinet doors and drawer fronts inside and outside.
- Wash and rinse all shelves and drawers.

### Dishwasher

- Clean inside, outside, door edges, and racks.
- Run a cycle with 1 cup white vinegar in top rack.

### Light Fixtures

- Remove all fixtures, clean, and replace fixtures. (turn off lights prior).
- Replace burned out bulbs.

### Baseboards

- Wash and rinse throughout the whole house or apartment.
- Pay special attention to corners and edges.

### Work Areas/Under Sink/Sink

- Make sure it is debris and grease free.
- Remove any stains and disinfect.

### Bathroom

- Remove shower curtains and liners.
- Remove soap scum and stains from tub, fixtures, and shower rod.
- Clean and shine wall tile around tub areas.
- Disinfect, scrub and remove stains from inside and outside of the toilet.
- Scour sink and soap holder.
- Clean cabinets and mirrors.
- Replace damaged towel rods and TP holders.

### Bedrooms/Hallways/Living Room

- Clean window sills, frames, tracks, casing and both sides of the glass.
- Clean closet shelves, rods, tracks, casing and both sides of doors.
- Vacuum all carpets.
- Clean both sides of doors including casings.

### Carpet/Laminate Floor Cleaning

- Carpets are to be cleaned by a professional carpet cleaner upon move out. If you choose to have this done by a professional yourself, please provide a receipt. Hiring your own will ensure you get the best price.
- Vacuum and mop all hard surface flooring with appropriate cleaning solution and a microfiber mop. Scrub around edges. Be sure all stains have been removed.

### Garage

- Should be completely empty and swept.
- Oil stains should be removed from concrete.
- Wipe walls and baseboards.

### Exterior and Additional Items

- Remove all of your personal belongings from inside and outside of the property.
- Do not leave garbage on the curb or in bins.
- Clean all oil/rust stains from driveway, patio, or sidewalks.
- Remove all pet feces, cigarette butts, and litter from property.
- Trim bushes & hedges as needed if you were responsible for lawn care.
- Cut grass, pull weeds, and edge your lawn if you were responsible for lawn care.
- Sweep all driveway, patio, and sidewalks.
- Ensure exterior lights have working bulbs.