



## CLEANING CHECKLIST

This checklist is for your convenience. To help ensure there is no deduction from your security deposit for cleaning fees, please use this as a guide to cleaning your unit upon move-out.

### **General:**

- Clean all windows and wash all window sills
- Wipe away dust or cobwebs around ceiling/wall areas
- If ceiling fan use has left dirt on the ceiling, sweep off
- Clean inside and outside of all doors including tops of door frames
- Clean all baseboards
- Clean out the fireplace, if applicable
- Wipe down walls where necessary
- Wipe off all light switch & outlet plate covers
- Clean all hard surface floors (hardwood, tile, vinyl etc)
- All Carpeting is to be vacuumed and **professionally** cleaned after furniture is moved out
- Clean all blinds
- Clean all light fixtures & ceiling fans throughout unit and replace any burnt or missing light bulbs
- Replace all HVAC air filters and make sure vent covers are clean
- All trash/personal items must be removed from the property and placed neatly in disposal bins/garbage cans

*\*additional information regarding pet cleanup can be found in the pet addendum*

### **Kitchen:**

- Clean all surfaces (ie counter tops, stove top, sinks)
- Clean all appliances, inside and outside
- Scrub Kitchen floor, including under the movable appliances

### **Refrigerator:**

- Wash inside & outside of refrigerator (don't forget the top!)
- Take out vegetable drawers and removable shelves; wash in warm water, dry and replace
- Pull the refrigerator out from wall and clean underneath **DO NOT TURN OFF!**
- Clean out Freezer
- Leave Ice Maker in OFF Position

**Stove:**

- Remove racks and broiler pan, soak in hot water to clean, dry well
- Clean inside of oven, top of stove, under elements, pan drawer, exhaust fan, and hood
- Remove lower drawer and clean under stove
- Wash and dry outside of stove
- Burner pans: It is often easier to replace the burner pans vs trying to clean them

**Bathroom(s):**

- Wash down tile & walls
- Clean bathtub, tile around the tub , sinks, vanity, door and fixtures
- Clean inside and outside of toilet (including underneath)
- Clean the inside of medicine cabinet (if applicable)
- Clean Mirror
- Scrub Floor

**Hallways & Bedrooms:**

- Clean inside, outside and on top of all doors
- Clean inside & outside of all closets
- Clean all baseboards, sweep & vacuum/mop floors
- Clean walls where necessary
- Clean all light fixtures

**Laundry/Utility Room:**

- Wipe down inside, outside and on top of all doors
- Clean all baseboards, sweep & mop floors
- Wipe down walls where necessary
- Remove dryer lint
- Clean all light fixtures, outlet plates & light switch covers
- Clean interior & exterior of washer & dryer if they stay with the unit

**Exterior:**

- Sweep out garage and remove cobwebs
- Mow lawn, rake leaves and weed flower beds
- Haul away all garbage