

Following cleaning list is to be used as a guide for cleaning your rental house when you vacate. As each house is different, there are items that might apply that are not included in this list, or items on this list that do not apply to your house. We would like to point out that you will not be charged for "ordinary wear and tear." ***We do not consider dirt in any form as "ordinary wear and tear."*** It is our desire to refund your deposit and if you follow this guide, then you should not have any cleaning issues.

LIVING ROOM(S) AND BEDROOM(S)

1. Remove all nails, tacks, anchors and window-covering hangers.
2. Clean baseboards and corners being careful to remove all dust and cobwebs.
3. Flooring: Sweep & mop all hardwoods & laminate floors. Carpet – Clean any stains & vacuum all carpet as the last thing you do.
4. Dust shelves in closets and remove all hangers.
5. Clean light fixture coverings, around light switches and doorframes.
6. Clean fireplace firebox of all ashes & un-burnt wood.
7. All Ceiling fan including blades must be cleaned.
8. Return vents in the ceiling and on the walls must be cleaned

KITCHEN

1. Clean oven, oven walls and racks, broiler pan, and storage space.
2. Clean top cooking surface of all grease & food matter, clean or replace drip pans, clean gas eye grates of grease
3. Clean entire vent-a-hood (run filter through dishwasher). Clean inside & outside of microwave/Venthood combination
4. Wipe clean all kitchen cabinets, both inside, outside and on top. Clean fronts of all drawers and wipe clean the inside of all drawers.
5. Clean refrigerator including under crisper, the walls and any containers. Unplug and leave door open. Clean under, behind & on top.
6. Clean sink and counter top.
7. Kitchen floor must be swept and mopped clean
8. Clean light fixture coverings.
9. Remove all cleaning solution residue.

BATHROOM(S)

1. Clean all light fixtures and coverings.
2. Clean medicine cabinet and mirrors (should be free from streaks).
3. Sweep, Mop & Clean all vinyl & tile flooring.
4. Thoroughly clean toilet, sink, cabinet, and tub or shower. Remove all cleaning solution residues.
5. Clean all wall/floor/tub/shower tile, grout & caulk with a mildew & soap scum cleaning solution.
6. All soap dishes, handles, racks, spouts and walls should be free of dirt and stains.

LIGHT BULBS; WINDOW BLINDS

1. Replace all dead or missing bulbs. Clean all window blinds. Replace any you damaged.

EXTERIOR, BASEMENTS, OUT BUILDINGS AND YARD

1. Grass must be freshly mowed; yard must be freshly raked; all lawn debris must be removed from yard.
2. Clean gutters, sweep off all porches and decks.
3. Sweep out basement, carport, garage and any out buildings leaving only those items which came with the property.

PEST CONTROL

1. If pets are present on the property (inside or outdoors) provide Management with a paid receipt from a state licensed pest control service showing the property was treated for ticks and fleas. This treatment must be done after all of your possessions are removed.

TRASH; DEBRIS; PERSONAL ITEMS

1. All trash, debris and all personal items must be completely removed from property when possession is returned to management. If you leave any trash of any sort, you will be charged for the removal. Do not leave trash after you move out for a service to pick up.

In order to return possession of the unit, all keys & garage door remote(s) to the house, amenity key/card and gate card/fob (if any) must be brought to Management's office and turned in. The keys represent possession of the property. If you do not, you will be charged at the daily rate for each day they are left at the property.

PLEASE DO NOT LEAVE ANY KEYS OR GARAGE DOOR REMOTES AT THE PROPERTY.

RENT; PAST DUE CHARGES

- A. PRORATED RENT - \$
- B. PAST DUE CHARGES - \$

If you owe any balance, those amounts must be satisfied prior to vacating the unit. If you have any questions regarding this list or any item that might not be on this list, please do not hesitate to call us.

Key Locations Property Management LLC

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