

MOVE-OUT

CLEANING INSTRUCTIONS

Conveniently organized to help you receive your full security deposit.

Please complete every task below with particular attention, as they will be checked during your move-out inspection. Our cleaning rate is \$50/hr.

- ❑ **Clear the premises:** Remove ALL personal belongings. Remove and dispose of ALL trash.
- ❑ **Floors:** Vacuum and mop all floors, careful not to drench hardwood flooring if there is any. We recommend Murphy's oil soap for hardwood floors. Vacuum and carpet clean all carpets professionally. Receipts must be provided from a professional carpet cleaning service. If you rent a machine please be aware that this might not be sufficient and to please provide receipts as evidence.
- ❑ **Walls, Trim and Doors:** Wipe down and wash all walls, trim and doors and remove all stickers, tape, bluetack, command strips, etc. Use magic erasers for stains. Wipe down door handles. For command strips, please pull in the direction of the arrow as tearing the adhesive off will result in costly drywall repairs.
- ❑ **Windows:** Clean all windows (interior and exterior) and mirrors with vinegar or windex so that they are streak free. Clean window sills, slides, hardware and window trim. Vacuum window screens to remove dust.
- ❑ **Blinds and curtains:** dust and wipe down blinds. Clean curtains in washing machine on low heat and low spin and dry with low heat. Reinstall after cleaning.
- ❑ **Oven:** remove elements and clean cooktop. Clean inside of oven using self clean feature (if applicable) or use oven cleaner. Do not use oven cleaner if the oven has a self clean feature. Vacuum and clean oven drawer. Clean behind oven. Clean all exterior surfaces, careful to not scratch the finish. Clean the grease pan underneath the burners if applicable. Use an oven cleaner on the burners to remove scorched on food.
- ❑ **Kitchen:** Clean all cabinet faces and handles, clean all cabinet drawers and shelves. Wipe down and clean countertops. Clean sink. Clean above cabinets and remove oil residue.
- ❑ **Dishwasher, Dryer and Washing Machine:** clean both inside and outside plus door seal gasket. Vacuum any lint and clean residual soap scum.
- ❑ **Fridge.** Glass clean all glass shelves, wipe down all stains. Disinfect all interior surfaces of the fridge. Replace fridge bulb if broken. Clean all exterior surfaces, careful to not scratch the finish. We recommend Blue Scotchbrite Pads. Refrigerator to be defrosted completely and washed thoroughly, both inside and

outside, including racks, drawers, etc., fridge rubber seal cleaned between grooves. Pull out fridge to clean floor and walls.

- ☐ **Laundry Room:** wipe down washing machine and dryer, remove lint from dryer filter, clean behind and under appliances. Clean all surfaces. Clean out dryer vent and ducts from lint.
- ☐ **Grilles:** Clean all bathroom fan grilles, furnace grilles, HRV grilles
- ☐ **Bathroom:** Scrub all surfaces of toilet, clean sink and vanity. Clean shelves and drawers. Clean shower walls, tub and plumbing fixtures. Clean shower curtain and reinstall. Clean mirror so that it is streak free. Clean tile grout.
- ☐ **Closets:** wipe down all shelves from dust.
- ☐ **Light fixtures:** Clean all light fixtures and remove all dust. Replace any bulbs that are not working with an LED equivalent. Make sure to check bulbs in your appliances.
- ☐ **Keys:** Return all keys given on move in.
- ☐ **Smoke Alarms:** Check all smoke alarm(s) to ensure that they work. Replace batteries if needed.
- ☐ **Filters:** replace or clean if applicable all filters in your premises (furnace, range hood, HRV)
- ☐ **Yard:** Remove all pet excrement if applicable and take all your items stored outside.

OUR RECOMMENDED CLEANING PRODUCTS

- Oven Cleaner and mild steel wool for burned on foods on metal burners and grease pan.
- Windex or Vinegar and squeegee for windows
- Stainless steel cleaner for sinks and applicable appliances
- CLR for calcium build up in bathroom: tub, tiles and faucets
- Murphy's Oil for hardwood floor

FREQUENTLY MISSED AND/OR DEFICIENT AREAS:

- Cleaning behind fridge, stove and washer/dryer
- Underneath and around outside of toilet bowl
- Oven grease pan and dirty oven burners
- On top of fridge and cabinets
- Range Hood oil splatter
- Calcium buildup in shower and faucets
- Cabinet faces and handles
- Bath Fan Grille
- Dirty walls and doors