



### **Move Out Cleaning Instructions**

#### **General:**

1. Air conditioning filter must be clean.
2. All light bulbs must be working.
3. Remove nails and patch all nail holes, and any other nail holes.

#### **Kitchen:**

1. Clean refrigerator, shelves, crisper, under crisper, and under foot guard.
2. Clean cupboards, under sink, tile, exhaust fan, and faucet fixtures.
3. Clean under burners, controls, burner rings, and replace drip pans.
4. Clean oven. Be careful that the oven cleaner does not drip below or on the floor.
5. Clean and wax floor.
6. Clean air-conditioning and heating unit closet.

#### **Living Room and Dining Room:**

1. Carpets and drapes must be vacuumed clean. Carpets must be professionally shampooed, and receipt provided to Hendricks Property Management LLC.
2. Baseboards cleaned, and finger marks or other marks cleaned off switches and walls.
3. Ceiling fan should be cleaned.
4. Window sills cleaned, windows washed, and screens washed or cleaned.
5. Light fixtures should be cleaned and light bulbs should be working.
6. Remove stick-on picture hangers by first wetting and then removing. Do not rip off.

#### **Bedrooms:**

1. Same as living room and dining room.
2. Closets vacuumed and hangers removed.

#### **Bathroom:**

1. Tub, toilet, toilet tank, vanity bowl, and cupboards cleaned.
2. Clean fixtures throughout and exhaust fan.
3. Medicine cabinet wiped and cleaned.
4. Tile cleaned
5. Clean and wax floor.
6. Clean shower, shower door, and shower door runners.

#### **Garage and Patios:**

1. Patios cleaned.
2. Garage floor swept. All trash carried away and storage compartments emptied and cleaned.
3. Lawn needs to be mowed, edged, and cleaned of debris.

**TURN IN KEYS FOR HOUSE, GARAGE, AND MAILBOX TO HENDRICKS PROPERTY MANAGEMENT LLC.**