

MOVE OUT/CLEANING CHECKLIST



KITCHEN/DINING ROOM

General:

- ☐ Clean all fixtures, replace burnt out bulbs, and put fixtures back in place.
- ☐ Wash and rinse work areas and under sink.
- ☐ Clean under sink, making sure it is debris and grease free.
- ☐ Clean countertops and sink.
- ☐ wipe down baseboards.
- ☐ Cupboards and Drawers need to be emptied and wiped down.
- ☐ Scrub & mop all tile/vinyl floors

Refrigerator:

- ☐ Move refrigerator away from wall.
- ☐ Remove grease and grime off wall behind refrigerator.
- ☐ Scrub and mop floor where refrigerator normally stands.
- ☐ Clean sides of refrigerator.
- ☐ Move refrigerator back in place.
- ☐ Defrost freezer and clean.
- ☐ Remove and clean all shelves and crispers.
- ☐ Clean inside of refrigerator before replacing shelves and crisper.

Stove:

- ☐ Remove grease and grime off wall and cabinet sides around and behind stove.
- ☐ Scrub, mop, wax floor where stove normally stands.
- ☐ Move stove back in place.
- ☐ Remove grease and grime off range hood.
- ☐ Clean range top, front and doors.
- ☐ Remove grease and grime from oven, including racks and broiler.
- ☐ Remove all food/debris particles from all surfaces.
- ☐ Wash and rinse all shelves and drawers.
- ☐ Clean all cabinet doors and drawer fronts inside and outside.

Dishwasher:

- ☐ Clean inside and outside, including door edges.

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BATHROOMS

- ☐ Clean and shine wall tile around tub areas.
- ☐ Scour sink and soap holder.
- ☐ Clean vanity cabinet inside and out, including doors.
- ☐ Clean inside and outside of medicine cabinet and cabinet door (including mirror).
- ☐ Disinfect, scrub and remove stains from inside and outside of toilet.
- ☐ Clean linen closet/shelves and both sides of door.
- ☐ Clean light fixture(s), replace burnt out bulbs and put back in place.
- ☐ Scrub and mop bathroom floor, making sure to remove dirt.

BEDROOMS/HALLWAYS/LIVINGROOM

- ☐ Clean windowsills, frames, tracks, casing, and both sides of glass.
- ☐ Clean closet shelves, rods, tracks, casing, and both sides of doors.
- ☐ Clean both sides of all doors including casings.
- ☐ Remove light fixtures, clean, replace burnt out bulbs, and replace light fixtures.
- ☐ Vacuum all carpets.
- ☐ Wash all baseboards.
- ☐ Scrub and mop all vinyl or tiled areas.
- ☐ Wipe down all walls.

UTILITIES, POST OFFICE & KEY RETURN:

- ☐ Call all utility companies and notify of move-out date.
- ☐ Make certain all utility payments are current. Remember you are responsible for all utilities through the end of the lease.
payments until the time you return the keys to the office.
- ☐ Notify Post Office at www.usps.com of your change of address.
- ☐ Notify McQuilkin Real Estate of your new address.
- ☐ Return keys to the office during business hours or in the drop box after hours, labeled with the property address.

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CARPET CLEANING

Carpets are to be cleaned by a professional carpet cleaner upon move out and return a copy of the receipt to the property McQuilkin Real Estate showing proof of cleaning. Or alternatively McQuilkin Real Estate will have the carpets professionally cleaned and the expense will be deducted from your security deposit.

Note: Please use this as a guide to the items that need to be cleaned, in the above list not all items may be applicable to your rental unit. If you have questions on cleaning your rental unit please call our office at 910-366-1000

Thank you so much for being great tenants!

- The McQuilkin Real Estate Team.