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MOVE OUT GUIDE FOR TENANTS

Tenant Cleanup Responsibility:

Below is not intended to be all-inclusive, however, it is a rather complete listing of what you will be responsible for, and charged for, if we schedule the repairs/clean up for you. If the move out guidelines are not followed, the tenant(s) will incur all labor and materials costs.

Entire House:

- Fingerprints & other marks cleaned off switches and walls
- All floors swept and mopped (including edges & corners)
- All hard surface floors cleaned including edges & corners
- Drawers & Cupboards vacuumed & cleaned out
- Hand prints, misc. marks wiped off all walls, doors, & woodwork. Baseboards must also be cleaned
- Blinds wiped down
- Furnace filters cleaned/replace
- Light fixture glass covers cleaned & burnt out light bulbs replaced.
- Cabinets, drawers, & closets cleaned
- Inside of windows, window tracks, & frames cleaned
- Window sills cleaned, windows washed and screens washed and cleaned, returning to move-in condition
- Fingerprints & other marks cleaned off switches and walls

Kitchen:

- Appliances, including, but not limited to: Refrigerator (including shelves, crisper, under crisper and area under foot guard cleaned), dishwasher, disposer, & stove/oven (including burners, controls, burner rings and drip pans cleaned or replaced. Do not leave oven cleaner or drips on the floor). No food residue or grease should remain.
- Sink, faucet, & fixtures cleaned.

Bathrooms:

- Tub, tile, toilet tank, vanity bowl, cupboards, and closets cleaned & free of soap scum.
- Chrome fixtures, mirrors cleaned & polished
- Shower runners & floors cleaned
- Medicine cabinet wiped & cleaned

Living Room, Dining Room & Bedrooms:

- Traverse rods cleaned, & mini blinds dusted
- Closets vacuumed & cleaned & clothes hangers removed
- Fireplace, if applicable, clean out ashes & debris
- Carpets vacuumed & cleaned thoroughly, including edges & corners. *** **Please note: carpets must be professionally cleaned by Vuylsteke Carpet Cleaning (503.649.6312) and you must provide us with a copy of the receipt.** ***

Outside:

- Patio/deck/balcony swept and hosed
- Grass cut, weeds pulled, refuse carried away, storage areas cleaned, & leaves raked
- Driveway cleaned
- ALL belongings removed from residence- inside & out
- Garage swept & cleaned

Please contact your property manager to discuss your move out instructions. Typically, your keys need to be dropped off at our office in an envelope marked with the property address that you are vacating, no later than midnight on your last day of tenancy. Please leave any garage remotes on the kitchen counter at the property.