

MOVE OUT CLEANING INSTRUCTIONS

STOVE: Thoroughly remove all grease and carbon from burners, burner pans, below burners, broiler pans, oven, door, and all surfaces. Replace burner drip pans if rusted or carbon stained. Pull stove away from wall and clean wall and floor behind and under.

REFRIGERATOR: Thoroughly clean and remove all stains, food, grease, and handprints from interior and exterior surfaces. Defrost (if applicable) and dry all interior surfaces including freezer, drip pan, vegetable bins, and bottom. Vacuum or dust under and behind appliances and clean and replace evaporation tray.

VENT HOOD: Remove and clean filter of all grease. Clean all surfaces and controls, removing all dirt and grease. Replace light bulb if necessary. 40-watt appliance bulb.

DISHWASHER: Clean all exterior and interior surfaces and remove any soap residue, dirt, or food from dispenser compartments, door, and gasket.

WASHER/DRYER: Clean all interior and exterior surfaces and clean filters. Pull appliances away from wall and clean behind and underneath.

WATERHEATER: Clean top and clean areas behind and beneath appliances.

FURNACE/AIR CONDITIONER: Clean and vacuum furnace closet and return air vent. Clean (if permanent type) or replace A/C filter. Window A/C units should have filter cleaned and front vents and surfaces cleaned.

WINDOWS, SCREENS, BLINDS: Clean window glass inside and outside. Clean window slide tracks and window box of all dirt and debris. Clean windowsills. Screens should be installed and in good repair, unbent and unturned. Dust or wash blinds and check operation. Make sure all windows are locked.

KITCHEN: Scour and bleach sink. Clean all grease from stove area; clean walls around sink, stove, and countertops. Clean all cabinets inside and outside and remove shelf paper. Check walls and ceiling for food stains or splatters. Wipe down all countertops and remove any stains.

BATHROOMS: Scour and bleach toilet, tub, lavatory, and tub surround. Clean faucets, shower doors, soap dishes, etc. of soap film, lime, and water spots. Clean all mildew and soap film from tub/shower enclosure, and clean grout between tiles, if applicable. Clean medicine cabinet, drawers, and cabinets inside and outside; remove any shelf paper. Clean mirrors.

CLOSETS: Remove all trash, hangers, etc.; wipe down shelves, doors, and baseboards and vacuum corners.

WALLS: Remove all nails, tacks, picture hangers, staples, etc. Remove fingerprints, crayon marks, furniture marks, and cobwebs from the walls, woodwork, and doors. Clean switch plates, baseboards, and window and door frames.

FLOORS: Mop and buff all tile and vinyl floors. Remove any yellow wax build up. Clean all corners and under all appliances. Carpets should be vacuumed with all stains removed. Vacuum along baseboards and inside closets. Hardwood floors should be stripped of old wax, cleaned, re-waxed, and buffed to a shine. Any area rugs placed by residents should be removed.

LIGHT FIXTURES: Remove, wash, and replace all fixture shades and globes; replace all burned out bulbs with matching ones.

CEILING FANS: Wash top and bottom blades; make sure all blades are tightened securely.

A/C VENTS: Vacuum or wash all dust from vents and surrounding area.

FIREPLACE: Remove all ashes and clean thoroughly; clean hearth, mantle, and screen or glass enclosure.

GARAGE, CARPORT, UTILITY OR STORAGE ROOM, PORCH, DECK, OR PATIO: Remove all trash, leaves, and debris, sweep clean. Clean any cabinets and shelves. Remove old washer hose. Make sure washer connections are not dripping.

OUTSIDE DWELLING: Clean doors and sweep away cobwebs under eaves. Remove any poles, basketball goals, etc. and putty holes. Sweep driveways and sidewalks. Make sure all exterior faucets are off.

YARD: Mow and edge yard. Trim around trees, bushes, fences, and around house. Trim bushes and hedges, weed flowerbeds. Remove all trash, tree limbs, and leaves.

Resident Signature

Date

Resident Signature

Date

Resident Signature

Date

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Date