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D.R.E. LIC. # 0 2 0 0 8 6 0 5

“CLEANING REQUIREMENTS TO QUALIFY FOR SECURITY DEPOSIT REFUND”

Note: Appointments Must Be Made One (1) Week Prior To Move-Out With Unit Completely Vacant, Utilities MUST BE ON Appointments can only be made between the hours of 10:00am – 11:00am or 11:00am – 12:00pm (No Courtesy Calls Will Be Given)

GENERAL:

1. Walls should be patched and painted as needed. Nail(s), screw(s) should be removed from all wall(s) as needed and wipe down from any dirt and debris.
2. Unit must be free of trash, cabinets, storage room and closets should be emptied of all debris.
3. Clean patios, garage, washer / dryer room and outside storage area of dust and cobwebs (including around doorbell and patio light).
4. Front door should be washed inside & out. All interior doors, door trim and washed baseboards and dirt from walls.
5. All light globes and fixtures wash and polished. Replaced all burned out light bulbs.
6. All windows, window coverings, sliding glass doors, including tacks are to be clean inside and out.
7. Vacuum all carpets, mop all hard surface floors, have the carpets professionally cleaned.

KITCHEN:

1. Wipe clean all counter tops, cabinet doors & drawers. Sponge clean inside all cupboards.
2. Kitchen sink & sink stoppers and fixtures should be cleaned and polished.
3. Clean stove and oven inside and out including burners, drip pans, boiler pans, racks and knobs. Stove hood, fan filter and light should be free of all grease and smoke.
4. Dishwasher cleaned inside and out, including edge of door.

BATHROOM:

1. Bathroom sink, vanity, tub / shower doors, walls, toilets and other bathroom fixtures should be clean and free of soap residue.
2. Floors should be moped.
3. Medicine cabinet should be cleaned out.

All the above have to be taken care of at move out or our cleaning and maintenance crew will have to do these and this will be deducted from your security deposit. Thank you for your cooperation.

NOTE: Receipt of carpet cleaning must be furnished to management at move out. If not supplied at move out we will no longer accept it and management will get carpet professionally cleaned and will be deducted from your security deposit.

Please provide a forwarding address:

Also all originals key(s) to dwelling and remote control(s) also mailbox key(s) if furnished by management must all be returned at move out. If key(s) are not returned by move out date you will be charged by daily rental value until key(s) are returned to management or you may be charged for change of locks.