



PROPERTY MANAGEMENT

Move Out Checklist

Please date the following tasks completed in the blanks.

KITCHEN:

- _____ Light fixtures cleaned of bugs and dust, burned lightbulbs replaced
- _____ Cobwebs and dust removed throughout entire room
- _____ Holes in walls and cupboards repaired
- _____ Handprints, smudges, dirt washed off walls and doors
- _____ Cupboards and drawers washed inside
- _____ Cupboards and drawers washed outside
- _____ Dishwasher cleaned
- _____ Oven cleaned
- _____ Burner pans cleaned
- _____ Stove hood and filter cleaned and degreased
- _____ Stove pulled out, floor and wall cleaned behind
- _____ Refrigerator cleaned inside and outside
- _____ Refrigerator pulled out, floor and wall cleaned behind
- _____ Freezer cleaned
- _____ Sink and faucets cleaned
- _____ Windows washed inside and between glass
- _____ Windows washed outside
- _____ Blinds dusted and repaired
- _____ Floor swept and mopped



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LIVING ROOM:

- _____ Light fixtures cleaned of bugs and dust, burned lightbulbs replaced
- _____ Cobwebs and dust removed throughout the entire room
- _____ Holes in walls and doors repaired
- _____ Handprints, smudges, dirt was off walls and doors
- _____ Windows washed inside and between glass
- _____ Windows washed outside
- _____ Blinds dusted and repaired
- _____ Floor swept and mopped
- _____ Carpeting vacuumed and shampooed



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BATHROOMS:

- Light fixtures cleaned of bugs and dust, burned lightbulbs replaced
- Cobwebs and dust removed throughout entire room
- Holes in walls and cupboards repaired
- Handprints, smudges and dirt washed off walls and doors
- Cupboards and drawers washed inside
- Cupboards and drawers washed outside
- Bathtub cleaned
- Sink cleaned
- Toilet cleaned
- Mirror cleaned
- Blinds dusted and repaired
- Towel bars repaired/replaced
- Toilet paper holder cleaned
- Toilet paper in holder
- Vent fan cleaned
- Window washed inside and between glass
- Window washed outside
- Floor swept and mopped



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BEDROOMS:

- _____ Light fixtures cleaned of bugs and dust, burned lightbulbs replaced
- _____ Cobwebs and dust removed throughout entire room
- _____ Handprints, smudges and dirt washed off walls and doors
- _____ Closets and shelves washed
- _____ Windows washed inside and between glass
- _____ Windows washed outside
- _____ Blinds dusted and repaired
- _____ Floor swept and mopped
- _____ Carpeting vacuumed and shampooed



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GARAGE:

- Cobwebs and dust removed
- Window washed inside
- Window washed outside
- Floor swept
- Garbage/recycling cans empty.
- Garage door cleaned and repaired

YARD:

- Grass cut
- Yard raked
- Holes in yard repaired
- Snow removed from driveway
- Snow removed from walkways
- Snow removed from public sidewalk
- Patio/porch swept or shoveled