



Move Out Inspection Checklist

- _____ All Keys are to be returned to the office for the property to be considered vacant.
- _____ Leave garage door openers in a kitchen drawer.
- _____ All floors swept, washed, and waxed.
- _____ All walls & ceilings dusted down & all dirt, smudges, & grease washed off.
- _____ Wash down all baseboards, woodwork, and windowsills.
- _____ Clean and wash all light fixtures and vent covers.
- _____ Thoroughly clean all bathroom fixtures - toilet (s), bathtub (s), showers, sinks, and cabinets.
- _____ Kitchen, Clean, wash inside & outside, removing all dirt & grease including kitchen sink & fixtures.
- _____ Clean behind & between stove and refrigerator area.
- _____ Clean storage area.
- _____ Replace HVAC filter.
- _____ Sweep & wash hallway floors and dust hallway walls.
- _____ Carpets, professionally cleaned.
(If you have them professionally cleaned you must provide a receipt when you turn in your keys)
- _____ Clean closets, shelves, & rods wiped down.
- _____ Clean all windows, storms, screens, and return them to their proper place.
- _____ Remove all items from attic, crawlspace, basement, yard, shed, etc.
- _____ Lawn, garage, outbuildings, to be free of all trash, rubbish, cigarette butts, and personal property.
- _____ Lawn trimmed and cut properly, including removal of leaves.
- _____ All trash and garbage to be removed from property. DO NOT PILE up garbage at the curb.
- _____ Remove all garbage from property before your inspection.
- _____ Do not remove phone jacks, picture hooks, or curtain rods and brackets.
- _____ Repair or replace any broken doorstops.
- _____ LIGHT BULBS - ALL light fixtures are to have working light bulbs in ALL bulb sockets.
- _____ Smoke alarm(s) will be in working order with good battery.
- _____ Remove any satellite dishes and seal all holes caused by the installation.

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