

TENANT'S MOVE-OUT CLEAN-UP CHECKLIST

Your suite was provided in clean condition upon move-in
as per the Move-In Inspection signed by both the tenant and the landlord.

The Actions on This Checklist are To Be Completed By The Tenant On Or Before Move Out
Please make note of any repairs that are required in the appropriate space provided
Please provide this completed checklist to the landlord upon final Move-Out Inspection

GENERAL CLEAN-UP RESPONSIBILITIES FOR ALL ROOMS

- Remove all your personal possessions
- Remove all garbage and debris
- Wash all dirty marks and scuffs from walls and doors
- Clean windows including window frames**
- Vacuum carpets or rugs thoroughly
- Carpets must be professionally cleaned and stains removed by carpet cleaning company (rented machines not acceptable – Keep receipt for proof)**
- Sweep and wash floors thoroughly (damp mop hardwood floors)
- Wipe dust out of heat registers
- Wipe baseboards clean throughout unit including tops of door jambs**
- Vacuum and wipe dust from window blinds
- Dust or vacuum all curtains or blinds
- Clean light fixtures**
- Replace all burnt-out light bulbs**

BEDROOMS

- Clean all marks and remove all pictures and posters from walls
- Completely empty closets, wipe all shelves and counters
- Clean window sills
- Clean baseboards**

Repairs Required: _____

BATHROOMS

- Thoroughly clean bathtub, tile walls, toilet and sink
- Clean grout and caulking
- Clean mirrors (no streaks)
- Wipe out medicine cabinet
- Wipe out the inside of the bathroom cabinets
- Clean shower curtain (if it stays with the property)
- Clean bathroom fans**

Repairs Required: _____

LAUNDRY/UTILITY ROOM

- Thoroughly clean washer and dryer (if included)
- Clean out dryer lint trap
- Wipe hot water tank and furnace (if dirty)
- Sweep and wash floors
- Clean out any storage shelves or cabinets

Repairs Required: _____

KITCHEN

- Thoroughly clean stove, including under the elements and range hood.
Clean the oven with professional cleaner (or use the self-clean option)
- Ensure oven racks and broiler pan are clean and in the stove
- Defrost freezer (if not frost free)
- Ensure ice trays and all fridge racks are washed and replaced
- Thoroughly clean inside and outside of fridge
- Thoroughly clean dishwasher and microwave (if included)
- Thoroughly clean sink and countertops
- Thoroughly clean inside and outside of all cabinets **including tops of cabinets**
- Thoroughly clean under Fridge and Stove**

Repairs Required: _____

OUTSIDE/ YARD

- Remove **ALL** garbage and debris from the premises
- Cut the grass and have the flowerbeds weeded
- Clean all sidewalks and entrances of snow (if applicable)
- Thoroughly clean the outside doors and mailbox
- Wash outside windows if dirty (if on ground floor or basement)
- Remove **ALL** personal possessions from storage sheds and garages
- Sweep out storage shed and garage and wash out with garden hose if dirty
- Ensure city garbage can is empty and clean**

Repairs Required: _____

PLEASE HAVE UNIT KEYS, MAIL KEYS AND ANY GARAGE DOOR OPENERS READY TO BE RETURNED TO THE LANDLORD. PLEASE LEAVE A NOTE WITH THE LOCATION OF THE MAIL BOX FOR THE NEXT TENANT.

Please list any additional repairs or maintenance issues that the suite requires (i.e. dripping taps, hot water tank not performing well, window leaks etc):

Note: The landlord may be entitled to deduct any charges from your security deposit to perform any cleaning responsibilities you leave incomplete upon vacating the rental property. Normal wear and tear to a property is acceptable but leaving it in a dirty condition for the next tenant is not. You will also be charged for any expenses the landlord incurs to repair any damages you were responsible for during your tenancy. For additional information regarding your responsibilities upon moving out of this suite, contact your nearest Landlord and Tenant Advisory Board.