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## MOVE OUT GUIDE

- \_\_\_ Have a working light bulb in every socket, including fridge, stove, and outside light.
- \_\_\_ Have a working battery in all smoke detectors.
- \_\_\_ Clean all light fixtures inside and out and ceiling fan blades. Wipe down all outlets.
- \_\_\_ Wipe down exhaust fan(s) in the bathroom or laundry room, heat vents, cold air returns, heat registers. Vacuum under and in between each heat registers.
- \_\_\_ Clean the A/C and filter. Wipe down each outlet, light switch, and plug in.
- \_\_\_ Clean the fridge/freezer on the inside, outside, and behind.
- \_\_\_ Clean the stove on the inside, outside (sides especially), and behind.
- \_\_\_ Replace drip pans if not clean-stains are not allowed.
- \_\_\_ Clean the hood vent outside and underneath-replace filter if needed.
- \_\_\_ Clean the kitchen sink, faucet, and garbage disposal. Wipe down countertops.
- \_\_\_ Wipe out cupboards, cabinets, and drawers and wipe down the outside of each.
- \_\_\_ Sweep and mop all hard floor surfaces-kitchen, bathroom, closets, enter way. This includes behind appliances. Sweep/Clean patios or decks of garbage, leaves, cig. butts.
- \_\_\_ Vacuum all carpeted areas and closets.
- \_\_\_ Wipe down ALL windows and clean the window tracks, this includes patio doors.
- \_\_\_ Wipe down ALL doors, door knobs, railings, trim work, and trim above doorways.
- \_\_\_ Scrub toilet inside and out - wipe down the tank and toilet paper holder.
- \_\_\_ Scrub bathtub, shower head, and trim around the top of the bathtub.
- \_\_\_ Remove all nails, screws, stick-ons, decals, tape, etc. from the walls and windows.
- \_\_\_ Remove all belongings from storage, garage, basement-Sweep out when done.

