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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 bathroom exhaust fan(s), heat vents, cold air returns, and electric heat registers. Vacuum under and in between the boiler or electric heat registers.
- ___ Clean wall A/C unit and clean filter.
- ___ Clean refrigerator and freezer (inside, outside, and under).
- ___ Clean stove (inside, outside (front, top, sides), clean under burners, and under).
- ___ Replace all stove drip pans (no stains can be on drip pans).
- ___ Clean hood vent (outside and under hood, clean/replace filter if needed)
- ___ Clean kitchen sink, garbage disposal, bathroom sink and wipe faucets.
- ___ Wipe down the inside and outside of all cupboards, cabinets, and drawers. Wipe all countertops.
- ___ Sweep and mop all hard floor surfaces (i.e. kitchen, bathrooms, closets, entryway, etc.). This includes under appliances. Sweep any patios and decks.
- ___ Vacuum all carpeted areas including closets.
- ___ Clean all windows and wipe window tracks and window sills (including screen/patio doors).
- ___ Wipe all doors, door knobs, railings, trim work, and trim above doorways.
- ___ Clean toilet inside and outside. Wipe down toilet paper holder.
- ___ Clean bathtub/shower, showerhead, faucet, and trim around the top of the bathtub. There should be no stains/soap scum left on walls/floor.
- ___ Remove all nails, screws, stick-ons, tape, etc. from the walls and windows.
- ___ Remove all belongings from and sweep storage, garage, and basement.