

Vacating Your Tenancy

Property: _____

Tenant: _____ Tenants Phone Number: _____

Prior to vacating premises the tenant is to ensure that:

1.	All floors washed
2.	Carpets shampooed
3.	Walls washed
4.	Dishwasher cleaned inside
5.	Fridge cleaned – inside around & behind
6.	Range cleaned inside around & behind
7.	All Kitchen cabinets & drawers wiped clean (including cabinet doors)
8.	Counter tops wiped clean
9.	Washing Machine cleaned inside on top & behind
10.	Clothes Dryer cleaned inside on top & behind
11.	Toilets cleaned
12.	Vanity's cleaned
13.	Bathroom mirrors cleaned
14.	Bathtub cleaned
15.	Closets & shelves wiped clean
16.	Windows cleaned (including tracking & screens)
17.	Blinds cleaned
18.	Basement floor clean
19.	All light fixtures to have uniform working lightbulbs (inside & outside)
20.	Light fixtures cleaned
21.	All garbage in garbage bins
22.	ALL personal effects removed from premises
23.	Outside yard and driveway cleaned up and personal effects removed
24.	All house keys returned
25.	Water bill paid prior to damage deposit release

Schedule final landlord inspection at least 48 hours prior to vacating.

Received by: _____

Signature: _____

Date Received: _____