

VACATING TENANT FINAL CHECKLIST

Upon leaving your current home, it would be appreciated if the premises were left in a clean state to avoid bond deduction. To help you with your cleaning, we have listed a few points that will require your attention:

Kitchen:

- All bench tops, cupboards, doors and shelves to be cleaned.
- Oven, grill and hot plates to be clean and free of grease, built up grime and stains.
- All oven racks and grill trays to be clean, and to remain at the property.
- Sink, drainage hole and base of taps to be scrubbed clean. Plugs to remain at the property.

Bathroom & Laundry:

- Shower screen (curtain or glass) to be clean and free of streaks and soap scum.
- Shower/bath to be free of grime, soap dishes and drainage holes to be clean. Plugs to remain at the property.
- Mirrors, vanity and toilet to be clean.
- All tiled surfaces to be lint and dirt free.
- All mildew to be cleaned off with bleach or similar product.
- Exhaust fans cleared of dust.
- Toilet to be cleaned thoroughly, including bowl, seat & cistern

Generally throughout property:

- Windows to be cleaned inside and out.
- Walls, light fittings, skirting boards, doorframes and windowsills to be cleaned. Cobwebs to be removed from walls & ceiling.
- Inside cupboards and drawers to be cleaned.
- Bath & shower screens etc. to be cleaned & free of soap scum etc.
- Carpets to be free of stained and damage, and professionally shampooed.
- Tiled/other floor coverings to be clean and free of grime, lint and stains.
- All garbage to be removed, and whiz bin left empty and clean/
- Lawns mowed, edges trimmed, and gardens fully weeded. All compost/lawn clipping heaps to be removed.
- Exterior of house, screen doors & fly screens to be hosed free of dirt and cobwebs.
- Garbage and driveway to be free of oil stains.
- All belongings to be removed from garage and under house,
- Repair holes in screen doors and window screens.,
- Replace broken chains on verticals.
- Repair any items that you know need your attention, prior to our inspection,
- Inspect all cupboards and rooms prior to vacating premises to ensure that all of your belongings have been removed
- NBN plug points and NBN connection box to remain in property.



Outside Area:

- Lawns to be mowed and edges trimmed within 2 days of vacating (if applicable) (DO NOT dump grass clippings or tree off cuts in garden beds or behind sheds)
- Flower beds and pebble areas to be weeded (if applicable)
- No rubbish to be left in the gardens or around the property (if applicable)
- All garbage bins to be emptied and washed cleaned
- Driveways, carports, garages and any concrete areas to be free from oil and grease stains
- Garage floor area to be swept and cobwebs removed
- Cobwebs to be removed from outside eaves, awning & ceilings (where applicable)
- Pool and spa to be cleaned, vacuumed and at the correct pH factor (if applicable)
- Pool equipment to be in accordance with in-going inventory and for security reasons must be stored in the garage, at the time of vacating (if applicable)

Carpets:

- Carpets are to be professionally cleaned if soiled or marked and a carpet receipt produced to our office with the return of the keys. Please note you could be liable to have the carpets re-cleaned should they not meet our standard of cleanliness.

Damage:

- Damage that occurs due to the tenants neglect will be rectified at the tenants cost.

IMPORTANT NOTE:

- **DISCONNECT THE POWER / ELECTRICITY**
- **DISCONNECT THE TELEPHONE**
- **REDIRECT MAIL ADDRESS**

RENT IS PAYABLE BY THE TENANT UNTIL ALL KEYS ARE RETURNED TO THE OFFICE

“The above cleaning is a guide only and additional cleaning may be required!”

