**Sample Move-Out Checklist**

* \_\_\_\_\_ Please call 3-5 days prior to your move-out to schedule your inspection
* \_\_\_\_\_ Apartment must be broom swept clean, mopped, and vacuumed
* \_\_\_\_\_ All kitchen(s) and bathroom(s) must be completely clean
* \_\_\_\_\_ All walls must be clean and painted the same color as before tenancy began (Unless Tenant has been given prior written permission from Landlord)
* \_\_\_\_\_ Vacuum and clean any/all carpet(s)
* \_\_\_\_\_ Clean all windows
* \_\_\_\_\_ Remove all of your personal possessions and belongings.
* \_\_\_\_\_ No trash shall be left behind; Do NOT leave garbage at the curb
* \_\_\_\_\_ If applicable, all exterior areas shall be cleaned of debris and left clean
* \_\_\_\_\_ If applicable, exterior lawn and landscaping shall be presentable
* \_\_\_\_\_ Leave all kitchen appliances, window treatments, phone jacks, etc.
* \_\_\_\_\_ All keys shall be returned at the inspection
* \_\_\_\_\_ All light fixtures are to work properly with working light bulbs
* \_\_\_\_\_ All electric is to work properly
* \_\_\_\_\_ All plumbing is to be free of any leaks or blockages
* \_\_\_\_\_ All heating is to be working properly
* \_\_\_\_\_ All smoke alarm(s) and carbon monoxide alarm(s) shall be working properly
* \_\_\_\_\_ Leave ALL utilities on until your move-out inspection has completed
* \_\_\_\_\_ Make landlord aware of any damage or issues inside the rental unit