

ATLANTA MARIETTA – MOVE OUT NOTICE

TENANT NAME	PROPERTY ADDRESS	MOVE OUT DATE

To maximize your security deposit refund, our cleaning expectations for your move-out are detailed below.

Any damage or cleaning we perform after you vacate the Premises will be deducted from your security deposit. You will receive a detailed reconciliation of your security deposit plus a copy of the move-out inspection report. If you have any concerns when you receive it, please do not hesitate to contact us.

If you terminate occupancy without notifying the Landlord, the Landlord may make a final inspection within a reasonable time after discovering the termination of occupancy.

Keep these costs in mind:

- Any cleaning (vacuum, mopping, cleaning tubs, showers, toilets, odor removal, etc) will start at \$250 and increases based on size of home and amount of cleaning required. The more we have to clean or the larger the home, the more the cost.
- Cost to clean any appliance is \$50 per appliance.
- For each wall/ceiling up to 12'x12' that must be patched and/or painted, cost is \$200.
- One set of broken blinds starts at \$75 (up to 30" wide) and depending on the size will increase in price.
- Any disposal of personal property and trash removal, food, plants, cleaning products, furniture, trash, etc. from the premises is a minimum of \$100 and will increase on the amount of property removed. Do not leave ANY personal items.
- Broken appliance parts, such as racks, drawers, shelves, etc. are expensive and must be ordered – Market price.
- If the lawn is not mowed and bushes trimmed, you will be charged \$100 minimum. Charges will increase for lawn cleanup.
- Furnace filters not changed will cost \$50 per filter.
- Missing smoke/carbon monoxide detectors will cost \$75 to replace; \$15 per battery.
- Light bulb replacement will cost \$15 per bulb. Specialty bulbs will be more. Any light covers/globes replacement is \$75 or market price.
- Carpet cleaning will be \$75 per room.

1. General Cleaning in all rooms, basement and garage

- ✓ Wipe all marks off the doors and walls. Use a Magic Eraser but be gentle. If the marks cannot be removed, we will have to paint the wall
- ✓ Dispose of all trash from the premises. Do not leave it piled at the end of the driveway, porch, decks, or yard unless you have made arrangement with the trash company. Our cost will depend on how much stuff there is to take to the dump
- ✓ Test smoke alarms; replace batteries if they are not working; replace alarms that you removed
- ✓ Vacuum HVAC vents and registers
- ✓ Clean out fireplace of wood and ashes, wipe mantles and clean up any smoke off the outside
- ✓ Dispose of any unused wood from the premises; do not leave any fireplace wood in the yard
- ✓ Replace missing, broken, burned out light bulbs with appropriate wattage and type of bulb

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- ✓ Remove picture hangers and fill holes. We recommend Home Depot DAP DryDex spackling. Just fill the hole, do not go crazy and put it everywhere or in clumps
- ✓ Remove tape and stickers being careful not to damage sheetrock.
- ✓ Clean light fixtures, dust ceiling fans, globes, blades, and ceiling area around fixture
- ✓ Clean windows, window sills, blinds, window treatments and drapery.
- ✓ Vacuum carpets and have carpets professionally cleaned, mop hardwood floors with hot water – do not use soap
- ✓ Dust off walls, baseboards, door handles, and above the doors
- ✓ Clean chair rails, banisters, and built-in units, closets/pantry shelves

1. Kitchen

- ✓ Clean out all food from cabinets, pantry, freezer, and refrigerator (do not turn off refrigerator)
- ✓ Thoroughly clean all appliances removing all food debris, spillage and stains
- ✓ Clean oven, racks, oven door, drip pans, rings (replace if necessary), knobs, burners, panel, glass tops (no abrasives), bottom drawer of oven. Remove all grease. Make sure no oven cleaner residue is left
- ✓ Carefully remove any stickers/tape you may have put on the outside of any appliance
- ✓ Clean inside drawers and cabinets, wipe down cabinets and cabinet doors and knobs
- ✓ Pull refrigerator away from wall and clean floor beneath and the wall behind it (be extremely careful not to damage floor, clean the front grill at the bottom. Wipe off top of refrigerator)
- ✓ Clean sink, faucet and wipe up under the sink
- ✓ Mop kitchen floor and clean grout on ceramic floors

2. Bathrooms

- ✓ Clean tub and/or shower, sink, countertops, shower head, and all faucets
- ✓ Remove all mold, mildew and soap scum with non-abrasive cleaners and spray bleach bathroom cleaner
- ✓ Clean tub/shower doors removing all soap scum (glass should not be cloudy), remove shower curtains and rings
- ✓ Clean toilet bowls and lids thoroughly. Remove any product that colors toilet water, clean toilet tank and around the base of the toilet
- ✓ Clean medicine cabinets, mirrors, and shelves, floors, baseboards, and grout (if ceramic tile is installed)
- ✓ Dispose of shower curtain and shower rings

3. Laundry Room/Area

- ✓ Wipe the washer/dryer (if Landlord's), knobs, lint filters, lint exhaust, inside drums
- ✓ Vacuum all dust from behind the units, clean the water spigot area
- ✓ Clean shelving and cabinets, throw away laundry products

4. Exterior

- ✓ Clean decks, patios, porches, and steps
- ✓ Dust off exterior doors and light fixtures; remove cobwebs; Replace burned out light bulbs
- ✓ Mow lawn, cut bushes to below windows, and edge lawn (if Tenant is responsible for lawn care)
- ✓ All trash is to be completely removed from the Premises. No trash may be left at the curb.

END