

## TENANT REQUIREMENTS WHEN MOVING OUT

This checklist will assist you in keeping track of the things you need to do in preparation for moving out:

**Please be advised that any items that are not complete could result in you having to pay the cost of cleaning.**

### ALL AREAS

- Wipe all doors inside and outside
- Wipe all door frames
- Wash all windows and clean out tracks
- Wash all floors
- All carpets need to be professional cleaned – provide copy of receipt to M'akola Housing
- Clean light fixture(s) – interior and exterior
- Clean drapes/blinds (if they belong to M'akola)
- Wipe all walls
- Wipe all electrical outlet covers
- Sweep exterior stairs (if applicable)
- Remove all garbage and food
- Remove all of your personal belongings

### KITCHEN

- Stove and oven completely cleaned
- Range hood and filter under the range hood
- Sweep/vacuum and wash behind the stove and fridge
- Fridge completely cleaned
- Cabinet drawers inside and out
- Cabinet doors inside and out
- All counter tops and backsplash
- Clean sink, under sink and taps

### BATHROOMS

- Toilet, toilet lid and toilet base completely cleaned
- Thoroughly clean bathtub, wall around the bathtub and bathtub fixtures
- Clean mirror
- Clean vanity top sink, faucets and light fixture
- Wipe shower curtain rod
- Clean exhaust fan
- Wipe towel racks and toilet holder
- Wash glass doors (if applicable)

### PATIO (IF APPLICABLE)

- Sweep patio
- Clean light fixture (if applicable)

### STORAGE ROOM (IF APPLICABLE)

- Sweep floor

### CARPORT

- Sweep carport floor