

MOVE IN/MOVE OUT CHECKLIST

WHAT'S INCLUDED:

Kitchen:

- Sinks, counter tops and backsplashes
- Cabinets/drawer facings
- Light fixtures
- Trash emptied
- Microwave inside and out
- Refrigerator (front, top & side)
- Dishwasher (front, top & side edges)
- Stove top and front
- Window sills/blinds
- Empty OR load dishwasher
- AC vents/returns
- Wipe table and chairs
- Baseboards
- Floors vacuumed/mopped
- Finger prints removed from all woodwork, door frames and switch plates

Bathroom

- Trash emptied
- Sink disinfected/vanity/backsplash
- Toilet cleaned
- Window sills/blinds
- Bathtub w/tile
- Shower (includes doors, glass and tracks)
- Cabinets and drawer facings
- Towels neatly hung/folded
- AC vents/fan dusted
- Light fixtures
- Shine mirrors and all brightwork
- Baseboards
- Floors vacuumed/mopped
- Vac/shake rugs and fold up
- Finger prints removed from all woodwork, door frames and switch plates

Bedroom:

- Beds made up or changed
- Check for cobwebs
- Ceiling fan
- Wall hangings dusted
- Trash emptied
- General straightening
- Window sills/blinds
- Furniture dusted
- AC vents/returns
- Baseboards dusted
- Floors/carpet vacuumed/mopped

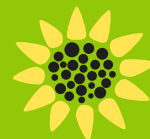
Living Spaces:

- Check for cobwebs
- Ceiling fans
- Picture frames and mirrors
- Lamps and shades and decorative items
- Furniture
- Upholstered furniture vacuum (top of cushions)
- Cushions and pillows fluffed and straightened
- General straightening
- Baseboards
- Carpets vacuumed & edged
- Hard surface vacuumed/mopped
- Fingerprints removed from all woodwork, door frames and switch plates
- Vacuum stairs



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