

PREPARING FOR MOVE OUT

LIST OF ITEMS THAT COULD BE CHARGED ONCE YOU HAVE VACATED THE PROPERTY

In order for your inspection to go as smoothly as possible, we have compiled a list of items that could be billable to you once you have vacated your property. Being aware of these things will help to expedite the inspection and minimize charges on your security deposit.

CLEANING EXPENSE – PER YOUR LEASE AGREEMENT, YOU WILL BE BILLED FOR THE COST OF PROFESSIONAL HOME CLEANING. TO MINIMIZE THIS CHARGE, AND MINIMIZE THE AMOUNT OF TIME CLEANERS MUST SPEND IN YOUR PROPERTY. PLEASE REFER TO THE CLEANING CHECKLIST

PAINTING PREP WORK – ANY NAILS, THUMB TACKS, SCREWS, HOOKS, ETC THAT MUST BE REMOVED WILL BE CHARGED TO THE ACCOUNT. ANY STICKY TAPE, RESIDUE OR GUM ON WALLS, DOORS, OR TRIM WILL BE A MINIMUM OF \$10 PER SPOT (PER YOUR LEASE AGREEMENT, YOU ARE NOT TO USE ANYTHING STICKY, TACKY, OR ADHESIVE)

CARPET CLEANING – YOU WILL BE CHARGED FOR THE COST OF PROFESSIONAL CARPET CLEANING. TO HELP MINIMIZE THIS CHARGE, REMOVE ANY WAX, GUM, OR LARGE STAINS.

BURNT OUT LIGHT BULB, INTERIOR & EXTERIOR

DAMAGED DOORS, LOCKS, SWITCH PLATES, OUTLET COVERS, LIGHT FIXTURES, REFRIGERATOR PARTS, DRYWALL, BLINDS, CABINETS, ETC..

MISSING OR DAMAGED SCREENS

SMOKE DETECTORS MISSING, DOWN, OR NOT PROPERLY ATTACHED

REMOVAL OF PERSONAL ITEMS LEFT BEHIND (\$100 PER MAN PER HOUR – 1 HOUR MINIMUM)

MINIMUM DUMPSTER CHARGE OF \$50. CHARGE WILL INCREASE DEPENDING ON AMOUNT OF DEBRIS.

REMOVAL OF TRASH IN OR AROUND THE PROPERTY (\$100 PER MAN – PER HOUR – 1 HOUR MINIMUM)

UNRETURNED KEYS AND/OR PARKING PASSES (\$50 PER KEY AND PASS)

ANY MAINTENANCE THAT YOU KNOW OF NOW SHOULD BE CALLED IN TO THE OFFICE SO THAT WE ARE ABLE TO FIX ANY ISSUES AS SOON AS POSSIBLE PRIOR TO MOVE OUT. BY FIXING IT EARLY, WE ARE SOMETIMES ABLE TO GET BETTER RATES ON THE REPAIR WHICH HAS THE POTENTIAL TO SAVE YOU MONEY ON YOUR DEPOSIT.

This list included but is not limited to billable charges to the security deposit