

Cleaning Instructions

Dear Tenants:

Thirty-day written notice is required before moving out. When you return the keys, that means you have moved out. Please give us your forwarding address so we can send a deposit refund. We have 31 days to return the deposit. Transfer all utilities out of your name.

The following is a cleaning list that should be done before you vacate your property. All this was done to your apartment before you moved in. **We are expecting you to leave the property in a move-in ready condition.** We always deduct carpet cleaning (if applicable) from the security deposit.

If when moving in you find something dirty or damaged that is not on the list, bring it to our attention at that time. It will either be corrected or it will be noted on your account.

- Walls / doors
 - Clean walls, ceilings, and baseboards. Especially the kitchen ceiling for grease.
 - Remove all cobwebs
 - Clean light fixtures and switches – dust and wash
 - Clean all ceiling fans and vents
 - Clean behind and under all appliances
 - Clean all doors, door jambs, knobs and handles
- Clean all fixtures in bathroom (if applicable):
 - Shower / tub
 - Vanity
 - Toilet
 - Light fixtures
 - Mirror
 - Towel rack
 - Fan
- Clean all fixtures and surfaces in kitchen (if applicable)
 - Clean cupboards, inside and outside.
 - Clean counters
 - Clean the refrigerator and freezer
 - Clean the stove, oven, burners, underneath the burners,
 - Hood and fan
- Replace any non-functional light bulbs
- Replace all non-functional smoke detectors and CO detectors
- Sweep and mop all floors.
- Wash windows on the inside and clean window sills and trim.
- Clean inside closets and closet doors, and storage space.
- Clean the doors inside and out.
- Clean window coverings.
- Clean inside and outside of the washer and dryer (if applicable).

Do NOT patch holes in the wall (i.e. nail holes from picture frames).

Please note: *Oven cleaner will damage floors and woodwork. Place newspapers, etc, around the stove when using an oven cleaner.*

We hope you enjoy your stay.

If you have any questions, please feel free to reach out to us at 503 436 3300.

LongStreet Property Management