



## Kitchen & Dining

- Wipe out cabinets & drawers
- Clean backsplash, countertops, cabinet doors & light switches
- Shine appliances & sink
- Clean hood-range
- Clean microwave inside/out
- Dust on top of fridge & light fixtures
- Wipe baseboards & clean vents
- Clean fridge and under fridge
- Dust & spot clean glass
- Remove All Personal Item
- Vacuum & Mop

## Bathrooms

- Clean counters, sink & wipe out cabinets
- Clean Mirror & light bar
- Polish fixtures
- Clean toilet inside & out
- Clean shower and/or bathtub
- Re-caulk bath/shower
- Check & Clean exhaust fan/vent
- Clean walls & baseboards
- Remove All Personal Items-including cleaning supplies

## Additional Rooms

- Clean Baseboards, light switches
- Remove all Personal Items
- Check Closet Shelves
- Vacuum/Mop
- Dust Light Fixture/Fans
- Replace Burnt Out & Mismatched Lights
- Patch and Paint Nail Holes
- Clean Windows/ Seals
- Blinds are working (required to have window coverings)

## Garage/Driveway

- Sweep Floors
- Remove All Personal Items
- Leave Touch Up Paint
- Trash is Empty
- Remove any oil stains
- Garage Safety Sensors Operational
- Leave Garage Door Remotes (One Per Door)

*flip* →

## Staircase & Hallways

- Railing & bannister wipe down
- Vacuum/wash stairs
- Ensure Railing & bannister is secure

## Entire House

- Replace All Burnt Out Light Bulbs-Matching
- Professional Carpet Clean (Final Item PMI can handle at owner expense)
- Fill Nail Holes, Patch and Touch Up Paint
- Ensure Blinds work and are in bedrooms and bathrooms

## Exterior/ Yard

- Mow- Make sure to have this done until new lease is in place
- De-weed
- Remove All Personal Items
- Screens are installed and windows work/lock
- Check Lighting
- Clean Up After Pets
- Check Fence
- Make sure doorbell works

*thank-you*

### Notes:

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## Family Room

- Dust Light Fixtures/Fan
- Replace Burnt Out Light Bulbs
- Wipe Baseboards & Light Switches
- Vacuum & mop

## Laundry Room

- Dust & disinfect
- Clean washer & dryer
- Vacuum & mop
- Clean out area behind washer & dryer

## Other Items

- Replace HVAC Filter
- Duplicate Keys: Provide 4 keys to all locks on front door & a minimum of 2 keys for all others including mailboxes and sheds.
- New batteries in all Smoke Detectors & CO2 Detectors: 1 Smoke Detectors must be located on each level of home & in each bedroom, Co2 Detector must be installed within 15 feet of all bedroom (Detectors must be less than 7 years old - if turning yellow probably needs to be replaced)
- Leave any manuals/warranty information for new tenants  
Leave Touch Up Paint inside home, labeled & dispose of old paint



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