

OAK FOREST MANAGEMENT, LLC

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MOVE OUT CLEANING INSTRUCTIONS

If there are any personal items left in the house, including trash and unwanted items, that we have to remove, you will lose your security deposit in full – no exceptions.

Kitchen:

- Fridge – empty & wipe out drawers & doors, DON'T FORGET THE FREEZER
- Empty ice maker and turn off ice maker. **Leave fridge plugged in!**
- Cupboards – Empty and wipe out (shelves doors & drawers)
- Floor – Vacuumed and Mopped
- Microwave cleaned & wiped out
- Oven cleaned including racks and burners (not just wiped out)

Laundry:

- Washing machine – drum & top wiped out
- Dryer – lint trap cleaned and free of lint

Bathrooms:

- Showers – Clean tile/enclosure and door of soap scum and hard water stains
- Toilets – Cleaned inside and out, entire toilet wiped off
- Cabinets – Empty and wipe out (shelves & drawers)
- Floors – Vacuumed and mopped
- **Magic Erasers are going to be your best friend – great for soap scum in showers/ tubs, glass screens etc

DON'T FOGET TO LOOK UP!

- Replace burned out light bulbs
- Dust /wipe ceiling fan blades off
- Replace A/C return filter
- Clean A/C vent cover

Bedrooms:

- Closets emptied – shelves & baseboards wiped down
- Carpets vacuumed
- Remove any nails, picture hangers from walls
- Window sills- Wiped down/ dusted
- Blinds dusted both sides

Lounge/ family room:

- Carpets vacuumed
- Window sills wiped down
- Blinds dusted both sides
- Remove any nails, picture hangers from walls
- Baseboards wiped down
- All personal belongings removed from home

DON'T HAVE THE TIME OR JUST DON'T WANT TO CLEAN??

If you would like to just remove your personal belongings & trash, let us know and we can organize for a move out clean and take the cost from your security deposit.

Storage:

- Any storage rooms/ areas to be checked, emptied and cleaned out

Garage / Yard:

- Remove all personal items
- Sweep and/ or blow out garage
- Ensure all trash is removed from property (trash can not to be left full)
- Trash left on lawn more than 24 hours before bulk waste pick up will result in a removal charge.
- Any stains on cement floor or walls left from your use to be removed.
- All pet waste to be picked up and disposed of

Keys/Remotes :

The following items must be returned, or you will be charged!

- All keys - House, for all tenants - \$50 per key if not returned
- Garage Remotes - \$100 per remote if not returned

Walls/ Doors:

- Use a "Magic Eraser" on any marks on the walls, doors & cabinets and light switches

Carpets:

Carpets will be cleaned by our chosen company after you have emptied the house and vacated, the cost will be deducted from your security deposit. DO NOT CLEAN THE CARPETS YOURSELF.

NOTES: Mr Clean Magic Erasers and Swiffer Dusters will be your best friend. The Magic Erasers will clean the bath/ shower, cabinets, walls doors etc., use "Easy Off" Oven Cleaner (in the yellow can) for the oven for ease of cleaning.