



Move Out Expectations & Policies

Dear New Resident,

We would like to thank you for your time as a tenant.

We work hard to keep our rental properties in good condition and appreciate your assistance during the process. We also want to return your security deposit to you in full. In order to do so we will need your cooperation in completing the following cleaning checklist. If all items are completed to our satisfaction, your security deposit will be returned to you within 30 days. If cleaning is not satisfactory your security deposit may otherwise be used to clean the unit and/or repair any damages that occurred during your tenancy.

At your request, a pre-move-out inspection may be conducted to highlight areas of concern and set expectations for the final walkthrough. The final walkthrough will be conducted on the last day of your agreement. If the last day falls on a Sunday or holiday, the final walkthrough may be conducted on the next business day.

Please be sure to leave all house keys, mail keys, garage door openers and other remote controls on the kitchen counter. The property should be in the same condition as noted on the initial move-in inspection sheet. Please refer to the following guidelines to make sure the property is left in satisfactory condition:

Move-Out Timeline & Guidelines

- Move-out day is clearly stated on lease
- Pre-move-out inspection is available at your request within 2 weeks of lease expiration
- Your security deposit does not apply to your last month's rent! Please make sure all unpaid rent and other balances are paid in full
- You are to be moved out of your unit by 5pm on the last day of your lease.
- Contact your utility and cable providers to disconnect service
- Provide us with change of address information
- **Home must be professionally cleaned and appliances must be in working condition**
- Schedule a final walkthrough for the last day of your lease
- Leave all keys, remotes, garage openers on kitchen counter
- Please call our office with any questions regarding these guidelines