



## INSPIRADO MOVE OUT– INFORMATION SHEET

In order to make your move out go as smoothly as possible, we would like you to know what we expect. Our goal is to return 100% of your Security Deposit.

In order to make this happen, please use the checklist below as a guideline and have it available at the time of move out.

We ask that you vacate the unit by 3:00 p.m. on the last day of your tenancy, and that the condition (move-out) report is completed with the Property Manager. Please pre-book this appointment as soon as you have a firm moving date.

It is expected that you will leave your apartment in excellent condition. Any extra cleaning will be charged against your deposit at a rate of \$30.00 per hour. The following is a list of expectations and charges for any items not done. Management reserves the right to charge for additional items.

- Clean stove and oven completely. Do not use oven cleaner inside your self cleaning stove
- Clean fridge
- Clean dishwasher and trap
- Wash all shelves and cupboards thoroughly
- Wash all marks off walls. Do not attempt to repair or putty any nail holes/ damage as it will result in walls requiring painting and additional charges to you
- Completely and thoroughly clean bathroom
- Wash all base boards
- If sinks are used when cleaning, be sure they are cleaned
- Wash floors and carpets throughout entire apartment (any carpets not washed and proof supplied will be done by Inspirado Apartments at a rate of \$85.00. Any excessive stains will be extra)
- Wash windows and ledges
- Clean under and behind fridge and stove
- Clean all light fixtures / fans and replace any burnt out bulbs
- Don't leave garbage behind. There is an additional charge for disposing of items. Furniture items are not to be disposed of in or near the garbage dumpsters
- Be sure the Building Manager does a condition report with you when you leave
- Return all keys, FOBs, and remotes
- Leave us your forwarding address

