

## MOVE OUT CLEANING CHECKLIST

### GENERAL:

- Walls should be washed or marks removed
- Remove all cobwebs from walls and ceiling
- Wall and ceiling vents, filter vents and fans should be vacuumed and/or washed
- Clean all switch plates
- All tile floors should be cleaned of any scratches or scuff marks
- Blinds should be cleaned
- Light bulbs should be replaced where needed, matching, and dusted if not replaced
- Light fixtures should be cleaned
- Shelving in all closets should be cleaned
- All windows should be cleaned on the inside and the downstairs on the outside as well

### KITCHEN:

- Range should be completely cleaned, including broiler pans
- Clean stove top, panels, inside door, and dials
- Drip pans should be removed and the underneath surface cleaned
- Drip pans must be cleaned, replace if they do not appear new after cleaning
- Clean under and behind stove and fridge
- Exhaust fans and overhead light should be free from grease and dirt, including filter
- Dishwasher should be wiped out, including around inside of the door
- Garbage disposal should have ice cubes run through it.
- Cabinets and drawer front and interior cleaned
- Clean inside and outside surface of microwave, including underside filter
- Clean countertops, cabinets, and drawers
- Defrost refrigerator, if applicable, and remove any water. **DO NOT TURN OFF FRIDGE WHEN COMPLETE.**
- Clean inside refrigerator and freezer including crisper drawers
- Clean inside all cabinets. Wipe down all shelves
- Clean sink and faucet fixtures
- Wipe down all pantry shelves, metal or wood
- Clean light fixtures and bulbs
- Clean all electrical covers
- Clean all walls, including ceilings and corners
- Sweep and mop floor
- Wipe down all baseboards

- Wipe down all woodwork
- Clean doors and around frames inside and out
- Clean vents

#### LIVING ROOM:

- Clean electrical outlet covers
- Clean light fixtures, bulbs, and ceiling fans
- Vacuum carpet and/or sweep and mop floor
- Clean base boards
- Clean windows, window sills and tracks
- Clean blinds
- Clean doors, inside and out, and around frames
- Clean all vents
- Clean any closets and shelves
- Remove any cobwebs

#### BATHROOM:

- Tiles should be washed and grout cleaned
- Vanity and medicine cabinet should be cleaned, including shelves and mirrors
- Tub, shower, sink, and toilet should be cleaned and sanitized
- Shower door, if applicable, should be cleaned so all the soap scum is removed
- Exhaust fans should be taken down and cleaned and light bulb replaced if needed
- Clean soap dishes and wipe down all towel bars
- Thoroughly clean toilet, inside and out
- Wipe down all counter tops
- Clean all drawers inside and out
- Clean electrical outlet covers
- Clean light fixtures and bulbs, replacement bulbs should all match
- Remove all cobwebs
- Sweep and mop floors
- Wipe down all baseboards
- Clean doors inside and out and around door frames
- Clean all vents

#### BEDROOM:

- Vacuum carpet and/or sweep and mop floors
- Wipe down baseboards
- Clean electrical outlets covers
- Remove any cobwebs

- Clean windows, inside only, sills, tracks
- Clean doors, inside and out, and frames
- Clean all vents
- Clean out closet and wipe down shelves
- Clean light fixtures, bulbs, and ceiling fans, light bulbs should all match

#### YARD AREA:

- Pick up any trash or personal items and discard

#### GARAGE:

- All trash removed from premises
- Clean walls and ceiling
- Clean floors with appropriate cleaner if oil stained, other wise use soap and water
- Sweep floors

#### LAUNDRY:

- Clean underneath washer and dryer
- Clean inside washer and dryer
- Clean all knobs
- Clean lint trap to dryer
- Check dryer hose for any cuts or holes, report to be replaced
- Clean all shelves
- DO NOT TOUCH MAXXSOUTH EQUIPMENT IF IN THIS AREA

#### MISCELLANEOUS (IF APPLICABLE):

- Clean all blinds and ceiling fans inside and outside
- Empty and clean storage units, decks, and patios
- Replace any light bulbs throughout house and garage
- Remove any nails, ceiling hooks, mounted items, etc.

**REPORT ANY DAMAGE**

**DO NOT REMOVE OR MESS WITH ANY MAXXSOUTH EQUIPMENT IN THE HOME  
INCLUDING REMOTE CONTROLS**

**THIS LIST IS FOR REFERENCE ONLY AND NOT INTENDED TO BE ALL INCLUSIVE**