



TENANT MOVE OUT REQUIREMENTS (as per the terms of your lease)

Move in/out inspections of homes are made between the hours of 9:00 AM and 4:30 PM, Monday through Friday and are conducted after tenant has completely moved out. Power and water must remain on until after the inspection is completed.

- All of your furniture and personal items must be removed from the house and yard before an inspection can be made. You may not stay in the house after the inspection is completed. Please remove all personal items and trash from the house and yard.
- Clean all appliances thoroughly.
- Clean and disinfect the sink and kitchen cabinets.
- Have the carpets professionally steam cleaned & deodorized and submit a paid receipt at the office or email to your property manager before the time of inspection. The company used must be approved by Property Management, please call ahead for approval before having the carpets cleaned. The carpets should be the last item cleaned in the home before the inspection is made. **We prefer Aerosteam Carpet Cleaning at 904-379-3332.**
- Clean tile floors. Remove stains and marks.
- Wash walls carefully; pay special attention to areas around light switches, hallways and doorways.
- Clean all windows inside and out and secure all screens.
- Make needed repairs to screens and screen doors.
- Clean and disinfect the bathroom (s) thoroughly.
- Mow, trim, edge, rake and water the yard prior to check out.
- Repair or have repaired any damage you or your pets have caused.
- **Discontinue telephone, electric and water services after we have made our inspection.**
- Make arrangements to have all the trash hauled away prior to our inspection.
- Have the pool cleaned and chemically balanced if you have one.
- Have the premises fumigated for fleas by a licensed exterminator, if you have had a pet. Save the receipt.
- If walls have hand prints, dirty and scuffed up. Paint entire wall - not just touch up. Fill all nail holes before painting.

Any item not completed by tenant by the day of inspection will result in a tenant charge to resolve and deducted from security deposit.

SECURITY DEPOSITS

- Security Deposits cannot be used for your last month's rent.
- Security Deposit will be processed within 15 days or claimed within 30 days.

KEYS

- Keys and garage remotes must be returned to our office by 5pm on the last day of your lease.

2219 County Rd 220, Suite # 318, Middleburg, FL 32068

Each office is independently owned and operated.

