

Move Out Procedures and Vacating Checklist

Yukon Homes 4 Rent

The Property Manager of Yukon Homes 4 Rent understands that the last 30 days of residency will be exceptionally busy with packing and moving to your new residence.

Our goal is to help you receive a full refund of your Security Deposit. We much rather write you a check for the full amount of your deposit, than make arrangements to take care of the 'make-ready' items for which you are responsible, as a departing Resident.

This list is in conjunction with the move out terms of the Lease Agreement and the move in property condition move in report.

Check completed items and leave list on kitchen counter with keys and remotes

- Give proper vacate notice
- Last month's rent paid (Security Deposit can not be used for rent)
- Provide your forwarding address
- All personal property removed
- Smoke Detectors working with fresh batteries.
- Furnace Filters replaced upon departure

Choose one:

- Home is professionally deep cleaned? (Leave invoice on kitchen counter)
- Home is cleaned myself

You can make money! If you used a professional cleaning service and a professional carpet cleaning service and the home is completely rent ready for a new resident to move in the following day, we will give you a \$50 bonus along with your deposit refund.

Carpet & Floors: All carpeted areas must be professionally steam-cleaned with truck-mounted equipment. An Invoice of carpet cleaning service is mandatory. Leave on kitchen counter. Recommended is Kevins Carpet Cleaning at 405-315-6141.

If there is an extensive pet odor from urine smell, a more detailed carpet cleaner will be used with a pet urine test.

Basic cleaning items:

Windows and Blinds: windows must be cleaned inside and outside. The frame inside around the locks and sills must be cleaned. Blinds dusted and cleaned.

Light Fixtures: light fixtures and fans are clean and dusted. All light bulbs must be in working order, and matching as to style and wattage.

___ Bathrooms: Clean and wash all fixtures including the tubs, tile, grout, toilets, sinks, and shower stalls. Clean the bathroom floors and walls, with special emphasis around the base of the toilet, shower doors, and the shower door tracks. Clean inside of all cabinets and drawers.

___ Shelving and horizontal surfaces dusted and cleaned

___ Walls: All nails should be removed from the walls. Clean walls of fingerprints, markings and dirt. If there are excessive holes and touch up paint is necessary, do not touch up paint yourself. We will touch up paint if necessary.

___ Woodwork: Doors, trim and window sills should be cleaned completely.

___ Landscape: Landscape should be freshly trimmed and lawns mowed. Oil spills in the garage and driveway must be cleaned up.

Kitchen:

___ Stove/Oven: The stove, oven and hood vent must be thoroughly cleaned, inside and out. This includes the top, the rings, drip pans, and all grease and drips beneath the burners. The oven must be completely clean, as well.

___ Refrigerator & Freezer: Clean inside and out, including sides, top, doors, and shelves. Pull the refrigerator out from the wall, and clean the floor under it. Please leave the refrigerator plugged in and running when you vacate.

___ Dishwasher: Clean inside and out. Run a final wash cycle when empty to remove any remaining residue.

___ Sink and Disposal: Clean sink and all counters, and clear disposal of all food particles and debris.

___ Cabinets: Wash inside and outside of all cabinets throughout the home. Make sure there is no dust, dirt or crumbs in any cabinets or drawers.

___ Keys and remotes: Leave on kitchen counter.

___ Utilities: Leave on for 24 hours after your last day of the lease.

Security Deposit will be refunded within 15 days if home is completely rent ready. If we need to do any work regarding damages, repairs and cleaning the balance of deposit will be refunded within 30 days.

I hope your transition to your new home goes smooth. Thank you for your residency.

Rob Jessup
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