

APARTMENT CLEANING CHECKLIST

We would like to take this as an opportunity to say thank you for your past residency. We want your move out to go as smoothly as possible. Although most of our residents maintain their apartment or home, our standards of cleanliness are high, and if an apartment is not clean, it can affect how much of your security deposit you will be refunded.

The following checklist is meant as a guide to you, the resident, what is required of you upon vacating your apartment. If one or more of the items are not properly cleaned, you will be charged at the hourly rate of \$30 per hour unless otherwise stated on the Repair/Replacement Charge Sheet you signed upon moving in. If you have any questions, please do not hesitate to call. (509) 786-3890.

KITCHEN: Remove any shelf paper and wipe down cabinets in and out. If drip pans are damaged and can't be cleaned, we recommend replacing them at your cost.

- . Clean range hood, exhaust fan, and filters (magic erasers work great)
- . Remove bottom drawer of range to clean floor underneath
- . Clean oven inside and out
- . Clean light fixtures and replace bulbs if they are burnt out
- . Clean under drip pans
- . Wipe down countertops
- . Clean dishwasher in and out, especially around seal
- . Clean refrigerator inside and out. Also make sure the top, sides, and seal are clean, and remove drawers to clean anything that may have dripped underneath. Leave fridge on.

BATHROOM:

- . Wipe out medicine cabinet and clean under sink
- . Scrub bathtub including entire enclosure, faucet, front of tub, and showerhead & doors
- . Clean toilet, including base, tank, and bowl. We recommend using a pumice stone to remove hard water stains. These can be purchased at any hardware store.
- . Clean sink, faucets, and countertops
- . Mop floor, scrubbing along the baseboard
- . Replace any bulbs that are burned out
- . Clean door, door jam, and casing
- . Clean mirror

BEDROOMS:

- . Clean the door knobs and doors
- . Wash down baseboards
- . Wipe down cobwebs in corners and shelves in closets
- . Clean light fixtures and/or ceiling fan blades
- . Clean windows- including tracks
- . Wash any scuffs off walls using a wash cloth or a magic eraser

OTHER:

- . Clean all light switches and outlet covers
- . Remove all nails from walls but do not spackle
- . Check your smoke and carbon monoxide detectors to make sure battery is working
- . If you are responsible for your own lawn care, please mow, rake and weed prior to turning your keys in
- . Vacuum all floors
- . If you do your own lawn care, please mow, rake, and
- . Clean front and back porch and exterior lights and check to make sure all bulbs are working

Again, thank you for choosing to rent from Graf Investments. We have enjoyed serving you, and hope that you will recommend us to your friends, family, and colleagues. Good luck in your new home!