



Vacating Guide

Please use this guide when you vacate a property in order to maximise your bond refund.
Go through each item below and put a tick on the check box next to each item you've completed.

- Lawns must be mowed, edged, raked, well watered and gardens weeded.
- Council bins should be emptied and left in a clean state.
- Cobwebs to be removed from outside the property as well as inside.
- All interior walls washed down with sugar soap. Paying particular attention around light switches and doors.
- Clean the backs and fronts of all doors, paying particular attention around the handles and along the sides.
- Carpets are to be professionally cleaned using a professional carpet cleaner (receipts to be provided when handing back keys). Please vacuum the carpet first for best results.
- All windows are to be cleaned to the same standard as they were at the lease commencement, as stated in the Property Condition Report
- Window tracks and sills should be cleaned.
- Dust all skirting boards and door frames.
- Wash all light shades and replace any globes which are blown.
- Clean shelves and cupboards, pantry, linen press and laundry trough.
- Wash Curtains, dust vertical and Venetian blinds.
- Exhaust fans/range hoods and air conditioning filters to be free of dust and grease.
- Ovens, stove tops, dishwashers including filters and grills to be cleaned.
- Shower recess and bathroom tiles to be free of grime & mould.
- Swimming pools are to be cleaned, filled and chemically balanced.
- Driveways, verandas and pathways to be swept.
- Professionally repair any damage you have caused during your tenancy.
- If you have a pet you must bring a receipt for fumigation of the property into our office when you bring your keys in.