

When it's time to vacate:

1. Make sure that all your belongings are moved from the property.
2. Ensure the property is cleaned.
3. Disconnect all utilities.
4. Have your mail redirected.
5. Return all keys and remote to our office. Rent will be charged until all keys are returned and a key return form signed.

GARDEN – Front and Backyards (where applicable)

- Mow lawn
- Weed garden and beds
- Rake leaves
- Prune trees and plants
- Remove rubbish
- Sweep paved areas
- Remove cobwebs from windows, door frames, eaves and trellises
- Neatly wind up hose
- Check that are sprinkler heads are intact and working

INTERIOR – All rooms in general

- Remove marks from walls
- Dust architraves and skirtings
- Remove any hooks and patch where necessary
- Remove cobwebs from cornices
- Remove fingermarks from around light switches and/or walls
- Dust light shades and replace all burnt out light bulbs
- Clean blinds or steam clean curtains
- Clean windows, both inside and out including tracks
- Clean window sills
- Mop floors
- Professionally clean carpets – **Receipt must be presented with keys**

BATHROOM

- Clean vanity and basin
- Clean benches and cupboards
- Clean tiles and grouting, remove mould
- Clean bath tub
- Clean shower recess
- Clean all taps and spouts
- Clean exhaust fan

KITCHEN

- Clean exhaust fan
- Clean oven and grill
- Clean stove, hotplates and knobs
- Clean sink
- Clean all splashback tiles, remove any mould
- Clean out pantry and shelving in all cupboards, wipe down all surfaces
- Wipe down benches
- If property is furnished, move fridge out of recess and clean behind

TOILET

- Clean exhaust fan
- Clean inside and out of toilet bowl
- Wipe down cistern, toilet seat and cover
- Wipe clean toilet rose

GARAGE/CARPORT

- Sweep out garage
- Wipe cobwebs from garage door
- Clean window and sills
- Remove cobwebs from cornices
- Clean any oil stains

USEFUL CONTACTS

Carpet Cleaning Chem Dry – Don - **0418911392**

General Cleaning - Diligent Cleaning Sue - **0424788264**

General Maintenance -

Top Gun Maintenance - Marco **0402787001**

Perth's Elite Property Service Lee **0488110743**

Gardening – Jims Mowing Brett - **0417738871**