

CAMPUS PARK MOVE-OUT CLEANING LIST

Tenant Names: _____ Apt# _____

As per contract, any additional cleaning that is deemed needed will be charged at \$40/hour.

Entire Apartment

- _____ Wash all walls, clean off marks (including wall behind and beside toilet)
- _____ Wash windows inside and out
- _____ Wash around window edges, including top, frame, seals, and tracks.
- _____ Wash all blinds (do not miss the corners)
- _____ Wash all outlets and light switches (face plates and top edges)
- _____ Wash out and scrub light fixtures
- _____ Vacuum whole apartment, including the edges and siding
- _____ Clean all baseboards

Kitchen

Refrigerator

- _____ Wash front, top, and exposed sides of fridge (pull it out) and wash side of cupboard touching fridge and scrub the floor underneath the fridge.
- _____ Remove all food
- _____ Wash out inside walls of fridge
- _____ Wipe down top of fridge
- _____ Wash and dry fridge drawers (pull them out)
- _____ Wash under fridge drawers
- _____ Wash shelves inside fridge door (pull them out, wash entire shelves)
- _____ Clean freezer and wipe it down
- _____ Clean all seals around the doors
- _____ Unplug frig and leave doors propped open

Oven

- _____ Wash oven door (inside & out)
- _____ Scour inside of oven (use oven cleaner on baked-on food) and clean off all white residue as well as SOS (The bottom of the oven should be smooth)
- _____ Wash the stove top
- _____ Wash stove drip pans (SOS helps)
- _____ Wash out bottom drawer of oven (inside and outside)
- _____ Pull out the stove and mop underneath it (make sure to wash the sides and also the cupboards)
- _____ Pull up stove top and wash underneath it
- _____ Wash stove hood and get rid of all grease (use good degreaser)
- _____ Wash stove knobs (degreaser)

Cabinets, Sink, Countertop, etc

- _____ Wash down outside and inside door of dishwasher (pay attention to the edges, toothbrush works well in small places)
- _____ Wash inside of all cupboards and drawers and tops of cabinets
- _____ Wash outside of cupboards and drawers, including the knobs
- _____ Wipe down tops of cabinets
- _____ Wash off all countertops
- _____ Wash sinks (make sure to also wash sink stoppers)
- _____ Remove hard water from sink fixtures and shine them (vinegar removes hard water)
- _____ Remove all hard water from around the faucet and sink (Vinegar & Pumice)

- _____ Wash down all baseboards to be free of dust and scuff marks (magic erasers work great)
- _____ Wash walls, including backsplash (no grease/spots)
- _____ Sweep & scrub kitchen floor (use scrub brush; mop not acceptable)

Living Room

- _____ Wash inside and outside of apartment door; including frame. Make sure clear of marks (no traces of tape)
- _____ Clean inside of couches and under cushions
- _____ Wipe down fire extinguisher
- _____ Wipe down top and legs of kitchen table

Bathroom

- _____ Scrub all shower walls (use vinegar or hard water cleaner)
- _____ Scrub tub; remove all mildew, soap build-up, and hard water stains (clean tub feels very smooth)
- _____ Shine faucet and handles
- _____ Wash inside & outside of toilet. (Including bowl rim, seat hinges, bolts, and water pipes). Include the sides and top of the tank that holds the water). Use a pumice stone to get rid of any rings or brown areas.
- _____ Sweep and scrub floor (including behind the toilet and door, no mops)
- _____ Wash and scrub base boards.
- _____ Wash down inside and outside of door and ledges on door
- _____ Clean vent (fan)
- _____ Wash outside of cupboards and drawers, including the knobs
- _____ Wipe down tops of cabinets
- _____ Wash off all countertops
- _____ Remove all hard water from around the faucet and sink (vinegar & pumice)
- _____ Clean the mirror—no smears (newspaper print, not colored sections, dries mirrors beautifully)

Bedroom(s)

- _____ Lift up mattress and clean underneath. Dust bedframes
- _____ Wash all shelves in closet
- _____ Wash bedroom door including frame, raised panels and edge
- _____ Wash and hang dry curtains (if you have them)—iron if needed
- _____ Clean fuse cover (metal, behind bedroom door)

**Make sure that you leave your two apartment keys and your mail key on the counter top along with your move-out cleaning sheet in the kitchen. You will be charged \$25 for any key that is not left.

**Please leave the AC remote on the counter as well.

**If you have a Satellite receiver box, please put it on the table with the cords and remote.

Address to mail deposit to:

This Area For Management:

CLEANING: To side of each item needing more cleaning put time to finish job _____

Add all items up **TOTAL TIME** _____