

Vacating Tenant EXIT Checklist



To assist you with the process of vacating your home we have created the following checklist as a guide. This is not a normal weekly house clean, this is an EXIT CLEAN and does require specific cleaning ready for handover.

Moving house is a stressful time and you may elect to use a cleaner to complete your cleaning for you. We ask that they complete this checklist and you provide us with a copy of the receipt. Alternatively, we can arrange for the clean on your behalf but must have this in writing from you.

Check your lease obligations as you may also have to provide a carpet cleaner receipt and pest control receipt to us with your Exit documents. *Having the property ready to inspect will assist a speedy return of your bond.*

Area	Notation	COMPLETED
Floor coverings	<ul style="list-style-type: none"> All floors must be clean and stains removed. Tiles and timber floors mopped All skirting boards cleaned Carpets professionally cleaned and receipts provided 	
Windows	<ul style="list-style-type: none"> Cleaned inside and where able outside Window / sliding door sills and tracks cleaned 	
Window coverings	<ul style="list-style-type: none"> Venetian & Vertical blinds cleaned and all strings attached Curtains cleaned (do not wash without prior approval) Tops of frames cleaned 	
Walls	<ul style="list-style-type: none"> Marks removed from all walls throughout Light and fan switches, power points cleaned No cobwebs or blue-tac or sticky hooks (be careful in removing these as they can cause damage – check with your agent) Backs of all doors clean (no finger marks, stickers etc) 	
Bathroom	<ul style="list-style-type: none"> All tiles cleaned, grouting and ceiling mould free All plugholes free from hair and mould Toilets washed inside and out inc bowl, seat, cistern & base Bathroom vanity free of all soap scum Mirrors and shower screens clean and clear Exhaust fan cleaned Drawers and cupboards cleaned inside and out inc tops of doors Shower curtain washed if applicable Bath and surrounds clean 	
Kitchen	<ul style="list-style-type: none"> All cupboards washed inside and out inc tops of doors Walls free from grease Oven, stove and cook top free from grime (including oven trays/racks and cooktops) Sink and taps cleaned Disposal unit cleaned if applicable Benchtops clean Clean fridge and / or dishwasher if applicable inc top, sides and doors Exhaust fans cleaned and free from residue 	
Bedrooms	<ul style="list-style-type: none"> Built in wardrobes free from dirt and doors inc top of wardrobe / mirrors cleaned Ceiling fans clean and free of dust No missing door stops or damaged plasterwork 	
Laundry	<ul style="list-style-type: none"> Laundry tub cleaned inc under cupboard under sink Exhaust fan cleaned Washing machine / dryer clean and free from lint if applicable Floors mopped 	

