

CLEANING CHECKLIST

Rev 02/04

The following cleaning must be performed by the Tenant prior to vacating the unit. Any items not done by Tenant will be completed by Landlord at a charge to the Tenant of \$20/hour, plus materials.

1. ***Remove all property and rubbish*** from premises.
2. Thoroughly **VACUUM all carpeted areas** including stairs.
3. **Wash walls** where necessary to remove finger marks and grease.
4. Wipe off all **wood trim and wood windowsills** with furniture polish.
5. Scrub all **sinks, showers, tubs and toilets** with cleanser.
6. Empty and clean **refrigerator**, including racks, drawers, ice trays, and containers with cleanser. Defrost freezer.
7. Clean **oven and oven racks** with Mr. Muscle or other oven cleaner. Do NOT leave cleaner residue in oven. Clean the top of the oven, the broiler pans, storage areas **and range surface**, including burners, drip pans, under stovetop, and control buttons.
8. Clean and wipe the front and sides (where accessible) of all **appliances and cupboards**. Wipe out all kitchen drawers and wipe off all kitchen shelving and countertops.
9. Strip, Wash and WAX all **non-carpeted floors** – including under appliances. Wood floors are to be washed and polished.
10. Wash the insides of all **windows** with Windex or Crystal window cleaner and paper towels. Ground floor windows that DO NOT require a ladder should be washed on the outside as well.
11. Replace any **broken windows and repair any damaged item**.
12. Clean all **light fixture covers, and ceiling fan blades**. (Make sure fixture cover is cool and water is at mild temperature.)
13. Replace all **burned out light bulbs**.
14. Clean out and vacuum wood burning **fireplace**.
15. Insure that **yard, deck, patio and garage or parking area** are free of debris, trash, animal feces, etc.
16. Return all **keys to unit (Note unit is not considered “vacated” until keys are returned to Landlord)**.

Tenant has 7 days from the day this lease commences to notify Landlord in writing of any listed items that were not satisfactorily completed or any deficiencies in the unit. If Tenant wishes to be present at the final inspection of the unit, a written request to that effect must be sent to Landlord, and an acceptable time, prior to the end of the month must be arranged. Otherwise Tenant agrees to abide by the decisions of the Landlord upon inspection of the unit.