

## GETTING STARTED

- Refer to the apartment inspection checklist your landlord gave you when moving in.
- Review this checklist and customize it, creating a list of everything you need to do before leaving.

## ALL ROOMS

- Restore walls to their previous condition. Remove nails and hooks, and fill in holes.
- Dust everywhere, especially high shelves, ledges, exhaust fans and ceiling fixtures.
- Clean the windows.
- Wash windowsills, walls and baseboards.
- Don't forget to clean things such as doorknobs, light switches and outlet covers.
- Make sure floors are clean, including removing carpet stains. Have professionals deep clean the carpet if possible.
- Remove cobwebs.
- Replace any burned-out light bulbs.

## BATHROOMS

- Scrub bathroom tiles.
- Bleach grout in the shower/tub.
- Clean the toilet. Replace the toilet seat if necessary.
- Clean out all cabinets and drawers, including removing liners.
- Wipe down and disinfect all countertops and plumbing fixtures.
- Make sure the mirror is clean and spot-free.

## KITCHEN

- Clean out the refrigerator as thoroughly as possible. Remove the drawers if necessary to reach everywhere.
- Scrub the stove, including the oven, all drip pans and burners.
- Sweep behind appliances.
- Clean and disinfect countertops.
- Polish the sink and faucet.

## BEDROOMS/LIVING ROOM

- Dust, vacuum and mop after furniture has been removed.
- Mop from the furthest point in the apartment out to the door just before you leave.

## OUTSIDE

- Sweep out your garage and remove all belongings.
- Cut the grass and pull weeds if that is your responsibility.
- Remove anything that you stuck in the ground or hung from a tree.

## FINAL STEPS

- Schedule a final walkthrough with the landlord and refer to the inspection checklist.
- Ask for a copy of the final inspection for your records.
- Leave your keys in the location specified by your landlord.
- Turn off all lights before leaving the apartment for the final time.