

VACATE CHECKLIST

Rent will be charged until all keys/swipes/remote's are returned to our office

General

- marks on doors/around light switches cleaned
- carpets are to be professionally cleaned and a copy of receipt provided to The Estate Agent Ballarat.
- Floorboards/vinyl/tiles to be cleaned
- skirting boards to be cleaned
- windows to be cleaned internally and externally if ground floor or a balcony
- light shades to be cleaned and globes to be replaced if necessary
- all cobwebs to be removed
- all blinds to be cleaned, pay particular attention to venetian blinds

Kitchen

- sink cleaned
- oven/griller/hotplates cleaned
- rangehood cleaned including filter
- dishwasher cleaned including filter
- splashbacks cleaned
- cupboards/drawers/shelves cleaned – inside and outside

Bathroom

- shower screen, taps, bath to be cleaned, ensure no soap residue is left and grout is clean
- basin, taps and cupboard to be cleaned
- exhaust fan to be cleaned
- mirror to be polished
- if European laundry, basin and cupboard to be cleaned and filters of washing appliances to be cleaned

Bedrooms

- inside of wardrobes to be cleaned
- light fittings to be cleaned
- skirting boards to be cleaned

Outdoor

- all outdoor furniture to be thoroughly cleaned
- paved areas to be swept, garden beds to be weeded and dead plants replaced
- all light fittings to be cleaned and cobwebs removed

Furnished properties

- all crockery, cutlery and kitchen appliances including fridge and freezer to be cleaned, inventory checked.
- All bed linen to be washed, dried, ironed and all beds to be made. All protectors are to be washed and dried. All towels are to be washed, dried and put away