

Resident Move-Out Cleaning Charge List

Any damages, painting or carpet cleaning beyond normal will be charged against but not limited to the security deposit. Upon move-out the premises must be in clean and sanitary condition. Use the following lists as a guide.

Cleaning

Clean refrigerator	\$50.00
Clean stove top and under burners	\$30.00
Clean oven and drawer	\$40.00
Clean stove hood	\$30.00
Replace burner drip pans	\$50.00
Clean kitchen cabinets	\$40.00
Clean under stove	\$40.00
Clean under refrigerator	\$40.00
Clean tub/shower and surrounding area	\$40.00
Clean toilet	\$40.00
Clean sink	\$20.00
Clean bathroom cabinet and floor	\$50.00
Clean all carpets and edges	\$65/hour
Clean oily parking space	\$35.00
Clean fireplace	\$60.00
Sweep out garage	\$60.00
Interior/Exterior garbage clean up	\$75.00/hr +dump fees
Pet waste removal (\$100min)	\$65.00/hr

Flooring

Remove carpet stains	\$150.00
Deodorize carpet	\$150.00
Repair carpet (per room)	\$150.00
Replace carpet (per room)	\$300.00
Repair hardwood flooring (per room)	\$150.00
Refinish hardwood flooring (per room)	\$500.00
Repair linoleum/tile (per room)	\$175.00
Replace kitchen linoleum/tile	\$400.00
Replace bathroom linoleum/tile	\$300.00

Walls

Remove mildew and treat surface (per room)	\$65.00
Clean and cover crayon/markers (per room)	\$35.00
Repair small nail hole(each)	\$10.00
Repair med to large hole (each)	Cost+Labor
Remove wallpaper (per room)	\$150.00
Repaint walls (per room)	\$165.00

Doors

Repair hole in hollow core door	\$150.00
Repair forced door damage	\$150.00
Replace interior door	\$150.00
Replace exterior door	\$375.00
Replace sliding glass door	\$350.00
Rescreen sliding door screen	\$75.00
Replace garage door remote	\$65.00
Replace interior door knob	\$30.00

Plumbing

Replace kitchen faucet	\$200.00
Replace bathroom faucet	\$150.00
Replace faucet handle	\$65.00
Replace faucet aerator	\$15.00
Replace showerhead	\$50.00
Replace toilet tank lid	\$40.00
Replace toilet	\$275.00
Replace garbage disposal	\$175.00

Windows and window coverings

Replace single window pane	\$200.00
Replace double window pane	\$350.00
Replace window shade	\$65.00
Rescreen window screen	\$65.00
Replace window screen	\$85.00

Electrical

Replace light bulb	\$7.50
Replace light fixture globe	\$50.00
Replace entire light fixture	\$125.00
Replace electrical outlet/switch	\$40.00
Replace electrical cover plate	\$10.00

Locks

Replace key (each)	\$75.00
Replace exterior door lock set	\$150.00
Mail box key	\$50.00

Miscellaneous

Replace refrigerator shelf	\$150.00
Replace stove/oven knobs	\$60.00
Repair ceramic wall tile (each)	\$60.00
Replace ceramic counter top tile	\$450.00
Repair laminate counter top	\$300.00
Replace laminate counter top	\$450.00
Replace mirror	\$250.00
Replace medicine cabinet	\$175.00
Replace towel bar	\$75.00
Replace shower curtain rod	\$50.00
Replace shower/tub enclosure	\$750.00
Repair porcelain	\$300.00
Replace thermostat	\$125.00
Replace ice trays	\$25.00
Replace stove eyes (each)	\$30.00
Over fill communal garbage bin	\$125.00

The above list is not all-inclusive and there may be other charges for cleaning, repairs, replacement of items. In addition, the above amounts are merely estimates of the minimum charges. Actual charges may be significantly more.

Move Out Cleaning Guide

- g. REMEMBER THE WALL BEHIND THE STOVE AND UNDER THE HOOD – IT IS USUALLY VERY GREASY – USE A DE-GREASER.

A. DISHWASHER

- a. **INTERIOR** Clean interior by running wash cycle with ½ cup vinegar.
 - 1. Wash rubber door seal with a mild soap and rinse.
 - 2. Wash interior door with a mild soap and rinse, paying special attention to the inside ledge.
- b. **EXTERIOR**
 - 1. Wash exterior with a grease cutting soap, rinse and shine with window cleaner.

B. COUNTER TOPS

- 1. Clean counters with a non-abrasive cleaner to remove stains. (Don't forget the backsplash)

C. CABINETS AND DRAWERS

- 1. Wash exterior with a grease cutting soap and rinse.
- 2. Thoroughly wipe out all drawers and shelves. (No hairs, crumbs, etc.)
- 3. Polish exterior with wood polish.
- 4. Remove any child safety door latches.

D. FLOORS (see "Note" below for special instructions for cleaning wood floors.)

- 1. Wash floor and base boards with grease cutting soap, using a hard bristled brush, and rinse.

NOTE: PERGO TYPE FLOORS: WASH WITH A WHITE VINEGAR SOLUTION (or 1 gallon water, 2 cups white vinegar + ½ cup isopropyl alcohol.) WOOD FLOORS: WASH WITH A MURPHY'S SOAP SOLUTION OR WHITE VINEGAR WATER. (Any questions, call the office.)

E. SINK & FAUCET

- 1. Scrub sink with Comet/Ajax, rinse and shine all parts with window cleaner, use bleach on white porcelain sinks to remove stains.
- 2. Run disposal until it runs clear.
- 3. Replace Hot or Cold markers if they are missing.
- 4. Clean faucet with a grease cutting soap. Pay special attention to behind the faucet.

2.. BATHROOMS

A. BATHTUB

- a. Special instructions may be applicable if you have a tub that has been re-surfaced.
- b. Clean with Softscrub for fiberglass tubs, or non-scratch scrubber for porcelain tubs, use bleach to remove stains.
- c. Scrub the shower tile/enclosure with Comet/Ajax, rinse well
- d. Use bleach or Tilex on the grout and caulking.
- f. Clean all sides of the faucet, spout and shower head, rinse well and shine with window cleaner.

B. SINKS

- a. Follow the same instructions as shown above for bathtubs.
- b. Replace Hot or Cold markers if they are missing.

C. TOILETS

- a. Clean the exterior with a sanitizing cleaner.
- b. Clean the interior with a sanitizing cleaner, flush and add ½ cup of bleach in toilet and let stand.
- c. Thoroughly clean around the toilet lid screws and caps.

D. CABINETS

- a. Wash exterior with a mild soap and rinse.
- b. Thoroughly wipe out shelves and drawers.
- c. Polish exterior with a wood polish.

E. MIRRORS - Clean and shine with window cleaner (leave no streaks). Newspaper works well instead of cloth.

F. FLOORS - Wash floors and baseboards with a grease cutting soap, rinse.

13. COMMON AREAS THROUGHOUT THE PROPERTY

- A. **CLOSETS** - Wipe down all shelves and rods – leave no loose debris or dust.

Move Out Cleaning Guide

The following guideline is provided to you to assist our residents in cleaning their leased home prior to vacating it, and to convey our expectations on how the property should be cleaned.

We expect the property to be clean and ready for a new occupant to move in. If you closely follow the guideline below, chances are very good that you will not experience a cleaning deduction from your deposit. This checklist applies to all our properties and may include cleaning of items that are not present in your home.

1. KITCHEN

A. REFRIGERATOR— Leave on and Plugged in!

a. FREEZER COMPARTMENT

1. Wash all trays, racks and bins with a mild soap and rinse.
2. Wash all interior surfaces with a mild soap and rinse, making sure it is free of hair, crumbs, etc.
3. Wash the rubber door seal.
4. For ice makers: Turn off & dump ice.
5. Do not use sharp objects! (You puncture, you purchase)

b. REFRIGERATED COMPARTMENT

1. Remove and wash vegetable, meat, and butter bins with a mild soap & rinse.
2. Wash all interior surfaces with a mild soap & rinse.
3. Wash rubber door seal.
4. Remove racks and wash with a mild soap & rinse.
5. Do not use sharp objects! (You puncture, you purchase)

c. EXTERIOR SURFACES

1. Wash all exterior surfaces including sides and kick plate with grease cutting soap, rinse, and shine with window cleaner.
2. Pull out and clean under and behind.

B. RANGE

a. RANGE TOP (flat tops – use soft scrub type cleaner only)

1. Clean the heating elements (eye) with a grease cutting soap, all the way back to where they plug in, rinse, and let dry completely before reconnecting. (Do NOT soak)
2. Replace drip pans with a new set.
3. Clean control panel and knobs with a grease cutting soap, rinse and shine with window cleaner.
4. For hinged cook-tops, lift and thoroughly clean underneath.

b. OVEN – SELF/CONTINUOUS CLEAN ONLY

1. Racks may be cleaned by removing them from the oven and spraying both sides with an oven cleaner following their directions. (Do NOT leave racks in oven for self cleaning).
2. The interior surface should be cleaned by activating the self-clean cycle.
3. Continuous clean ovens do not need to be activated.
4. After the cycle has run, if there are some areas that did not come clean, use an SOS pad on these areas, and rinse thoroughly.

5. DO NOT USE OVEN CLEANER ON THE INTERIOR OF SELF/CONTINUOUS CLEAN OVENS

c. OVEN – CONVENTIONAL

1. Spray the entire oven, including racks, with oven cleaner, following their directions, and rinse thoroughly.

d. EXTERIOR AND BOTTOM DRAWER

1. Wash all exterior surfaces including the sides with a grease-cutting product, rinse and shine with window cleaner.
2. Pull drawer completely out to clean underneath.

e. FREE STANDING RANGES

1. Pull from wall and clean sides and back, as well as floor underneath.

f. VENT HOOD

1. Clean filter.
2. Degrease interior and exterior.

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- B. **LIGHT FIXTURES AND RELATED** - REMEMBER THE EXTERIOR LIGHT BY THE FRONT, THE BACK ENTRY &/OR GARAGE.
 - a. Wash all globes/covers with a grease cutting soap, rinse & shine with window cleaner.
 - b. Thoroughly clean all switch plate covers and outlet covers. If they are cracked, replace them.
 - c. Wipe top and bottom of all blades of ceiling fans.
- C. **FIREPLACES**
 - a. Sweep out all ashes when completely cooled and wipe down the hearth and mantel.
 - b. Clean screens &/or glass doors with glass cleaner.
 - c. Remove all firewood from the property.
- 4. **HEATERS, VENTS AND RELATED**
 - A. Electric Heat/Hot Water Heat: Wipe down all baseboards with soap & water.
 - B. Gas Heat – Remove all the vents, soak in warm soapy water, rinse and vacuum the heat duct, then replace.
 - C. Wipe down the thermostat.
 - D. Clean all cold air returns.
- 5. **WINDOWS**
 - A. Thoroughly wash all mini blinds/verticals
 - B. If your curtains have pet hair or have marks from greasy/dirty hands or excessive traffic, it is up to you to have them cleaned or replaced with equal quality and color.
 - C. Clean and shine all interior sides of windows and their tracks.
 - D. Clean interior and exterior of sliding glass doors and tracks and front storm doors.
 - E. Wash all window ledges, and polish with wood polish, if applicable.
- 6. **DOORS INCLUDING LOUVERED DOORS**
 - A. Wash all doors, both sides including entry doors. Rinse and shine with a wood polish, if applicable.
 - B. Clean all thresholds.
- 7. **WOODWORK**
 - A. Wash all woodwork, mantel, banisters, railing and baseboards with a grease cutting soap, rinse and polish with wood polish, if applicable.
- 8. **CHROME**
 - A. Shine all chrome: sinks, towel bars, faucets, appliance handles, paper towel and toilet paper holders, etc. with window cleaner or special chrome cleaner.
- 9. **LIGHTS**
 - A. Replace **ALL** burned out bulbs throughout the property including fluorescent; in the kitchen, oven and refrigerator bulbs. Be extra careful when removing plastic deflectors or lens cover. Replace burned out bulbs with correct size and wattage.
- 10. **WALLS**
 - A. Wipe down all walls, using special attention to the kitchen area.
 - B. Remove all cobwebs throughout.
 - C. Re-glue any wallpaper coming up with wallpaper glue only.
 - D. Wipe top of doorbell chime.
- 11. **UNFINISHED BASEMENTS**
 - A. Sweep and clean as needed, remember light fixtures, windows, cobwebs, etc.
- 12. **UTILITY ROOM:**
 - A. Clean interior and exterior of washer and dryer and filters.
 - B. All other cleaning regarding floors, windows, lights apply as above.
- 13. **GARAGE**
 - A. Sweep out garage thoroughly. We do not expect you to remove all the stains from the concrete, only the residue.
 - B. Remember the windows and cobwebs in here.
 - C. Do not remove items that go with the house; i.e. paint, etc.
- 14. **PATIO/DECK**
 - B. Remove any grease that might have spilled from grills with degreaser.
 - C. Remove all outdoor furniture – pots, etc. if they belong to you.
- 15. **DOORSTOPS**
 - A. Replace all broken/bent/missing doorstops.

Move Out Cleaning Guide

16. CARPET - IF THE JOB DOES NOT MEET OUR STANDARDS, YOU MAY BE CHARGED FOR CLEANING. CARPETS MUST BE COMPLETELY DRY PRIOR TO MOVE-OUT INSPECTION.

- A. Thoroughly vacuum throughout including ALL edges.
- B. All carpets must be professionally cleaned.
- C. If you have a pet, you must include an enzyme treatment or biokill type treatment besides the regular cleaning.

17. YARDS

- A. Day of vacating: The yard must be freshly mowed and raked and free of pet feces. The shrubs must be trimmed neatly. Flowerbed and rocked areas must be weeded and the grounds free of trash.
- B. Winter – walks and driveway shoveled – free of ice and snow.
- C. Window wells free of debris.
- D. Hoses disconnected from the spigot.

18. SCREENS

- A. All screens must be in place and undamaged t is in your best interest to have them re-screened or re-framed prior to Vacating the property.

NOTE: Have the batteries been replaced in the smoke/carbon detectors? Are all personal items removed from the property? If applicable, has the HVAC filter been changed? **In summer: Never turn the sprinkler system off. In winter: thermostat must be set at 60 degrees. Never turn the system off.**

If we are unable to move new tenants in because you did not clean the property, the lost rent may be charged against your security deposit. If you leave before the end of your lease, you will be responsible for all utilities to the property, snow removal, and yard work, if applicable.

Please follow the checklist carefully. R. R. Properties ALGA, LLC is billed \$35.00 or more per hour plus supplies for maintenance and cleaning. For example, that cracked switch plate or light bulb that normally would cost you \$1.00 will be charged to you at \$36.00 (service call + supplies).

We use the above as our guide for the final inspection of your property.