

Vacating Tenant Checklist

To assist you with the process of vacating your home we have created the following checklist as a guide. The property must be returned in the same condition as it was received at the commencement of the tenancy albeit fair wear and tear. Fair wear & tear does NOT include cleaning or damage. Please restore the property to original condition as per the Entry Condition report. Having the property ready to inspect will assist in 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 Carpets professionally cleaned. (provide receipt) 	
WINDOWS	<ul style="list-style-type: none"> Cleaned inside and where able outside Window / sliding door sills/tracks cleaned 	
WINDOW COVERINGS	<ul style="list-style-type: none"> Venetian blinds cleaned Curtains cleaned (dry clean only) 	
WALLS	<ul style="list-style-type: none"> Marks removed from all walls throughout All skirtings cleaned & free of dust 	
BATHROOM	<ul style="list-style-type: none"> All tiles cleaned, grouting and ceiling mould free Toilets washed inside and out Bathroom vanity free of all soap scum Exhaust fan clean Shower screens cleaned & free of streaks 	
KITCHEN	<ul style="list-style-type: none"> All cupboards washed inside and out Oven, stove and cook top free from grime (including oven trays and racks) Exhaust fans cleaned and free from residue Exhaust globe working 	
BEDROOMS	<ul style="list-style-type: none"> Built in wardrobes free from dirt and doors / mirrors cleaned – scuff marks removed 	
LAUNDRY	<ul style="list-style-type: none"> Laundry tub cleaned Floors mopped 	
GENERAL	<ul style="list-style-type: none"> External areas returned to same condition, including gardens, pools, gutters, garage, water tank refilled. All light fittings in working order, cleaned and free from dust. Globes to be working. Fresh batteries in remotes & smoke alarms. All garbage bins empty & cleaned – placed inside garage Pest/flea treatment will need to be conducted & receipt given to Renowned Property Management 	
KEYS	<ul style="list-style-type: none"> Keys for all locks returned to Renowned Property Management office by vacate date no later than 4pm. 	