



# SANSONE

## DEVELOPMENT

9017 S. Pecos Rd. #4500, Henderson, NV 89074

(702) 914-9500 Phone (702) 914-9505 Fax

## MOVE OUT CHECKLIST

### GENERAL:

1. Professionally clean all carpets using a vendor from the approved list.
2. Clean all windows, inside and outside. Clean all sills and tracks.
3. All walls must be free of finger prints **(PLEASE DO NOT SPACKLE OR PAINT without checking with Property Management first. If it is done incorrectly you will be responsible for the cost to do it correctly.)**
4. Wash all glass light fixtures, dust chandeliers.
5. Clean all switch plates, replace the broken ones.
6. Replace all burned out light bulbs.
7. Check all screens, make sure they are free of holes and the frames are not bent.
8. Replace furnace filter. Clean cold air returns.
9. Mini blinds must be cleaned. Free from all dust and dirt.
10. Fireplace must be cleaned out of all ashes and debris.
11. **YOU MUST RETURN ALL KEYS & GARAGE DOOR OPENERS TO SELECT'S OFFICE OR RENT WILL BE CHARGED TO YOU UNTIL THEY ARE.**

### KITCHEN:

1. Cabinets are free of dirt and grease both interior and exterior.
2. Floors are cleaned and freshly mopped.
3. Refrigerator has been thoroughly cleaned & left on a low setting. Pull refrigerator out from wall & clean behind, vacuum coils.
4. Dishwasher has been emptied and ring around door is clean.
5. Range & oven are clean including racks. **Replace drip pans**, for free standing ranges, pull from wall & clean behind and sides.

### BATHROOMS:

1. Floor is clean.
2. Cabinets have been thoroughly cleaned both interior and exterior.
3. Sink is cleaned and mirror is polished.
4. Toilet is clean
5. Shower and bath tile is free of soap residue; floor of shower and bath are clean.
6. All drains are clear of hair.

### GARAGE/BASEMENT:

1. Garage is swept and all debris is removed. Unfinished basements are swept and clean.

### YARD:

1. Yard is freshly mowed and trimmed. Yard is free of pet debris. Automatic watering system should be activated and set for continuous watering. **Should you be vacating in the winter a receipt of winterization will be needed to assure that the system has been properly cared for.**
2. During winter weather the sidewalks and driveway should be shoveled.

**\*\*Please remember that keys & garage door opener remotes must be turned in no later than 12:00 noon on the last day of the lease to avoid being charged any additional rent. If this falls on a weekend you will need to make arrangements to return keys during our working hours.**