



PMI MADE SIMPLE

Move-Out Cleaning Checklist

We've received your notice to vacate. Thank you for being one of our valued Tenants.

To make your move-out go as smoothly as possible we have created this helpful cleaning and move-out checklist for you.

Please Note: You must make sure the following are returned on or before your move-out date.

- All Keys (Including Mailbox)
- Parking Passes
- Garage/Gate Remotes
- Pool/Fitness Card
- Professional Carpet Cleaning Receipt
- Etc.

If these are not returned on or before your move-out date, you are responsible for any prorated rent and fees until they are returned.

Also, ALL utilities must stay in your name up to your scheduled move-out date.

If you would like to, you can schedule your Move-Out Inspection through this link:

calendly.com/infopmimadesimple/move-out-inspection

If you don't want to be present during the move-out inspection, we will inspect it for you after you are moved out.

As mentioned in your lease, carpets must be professionally cleaned and stain treated.

Also, only patch nail holes. Anything larger must be repaired by a professional Vendor.

Here are our preferred Vendors, which provide great service. Give them a call and let them know you work with PMI Made Simple:

Utah Pros

Carpet Cleaning, Window & House Cleaning, Power Washing

(385) 314-5700

pros.utah@gmail.com

CloudWalk Carpet Cleaning

(385) 225-2844

cloudwalkcarpets@gmail.com

CloudWalkCleaning.com

360 Painting

Patching, Painting & Touch Up

(801)679-4311

360Painting.com/provo

Busy Bee Cleaning Solutions

(801) 471-6069

facebook.com/BusyBeeCleaningSo

Maid To Glow

(385) 250-8447

bassanocarla81@gmail.com

When you leave the unit for the last time, please make sure all windows and doors are locked.

We will provide you with an account summary, and any remaining funds from your security deposit will be mailed out within 30 days of you turning in your keys.

Please be aware that the following cleaning list is not an exclusive list, but rather a helpful guide.

Please make sure to clean the unit carefully and as thoroughly as possible, as this will help greatly improve your move-out transition and reconciliation of your security deposit.

You can print the following pages to assist you:

Bedrooms & Living Spaces:

- Remove all belongings
- Clean ceilings and corners
- Remove markings from walls
- Wash walls
- Wipe lightswitch plates
- Wipe door handles
- Dust fans
- Dust doors
- Wash windows
- Dust windows and sills
- Dust baseboards
- Vacuum carpets
- Sweep floors
- Damp mop (where necessary)
- Replace burned out lightbulb

Kitchen:

- Remove all belongings from cabinets
- Vacuum out cabinets
- Wipe cabinet fronts
- Remove belongings from refrigerator
- Wipe down interior of refrigerator
- Wipe down exterior of refrigerator
- Clean stovetop
- Clean oven
- Clean microwave
- Clean sink and faucet
- Clean countertops
- Wash walls
- Wipe lightswitch plates
- Wipe door handles
- Dust doors
- Wash windows
- Dust windows and sills
- Dust baseboards
- Sweep floors
- Damp mop (where necessary)
- Replace burned out lightbulbs

Bathrooms:

- Remove all belongings
- Clean toilets
- Clean showers
- Clean bathtubs
- Clean mirrors
- Clean sink and faucet
- Wash walls
- Wipe lightswitch plates
- Wipe door handles
- Dust doors
- Wash windows
- Dust windows and sills
- Dust baseboards
- Sweep floors
- Damp mop (where necessary)
- Replace burned out lightbulbs

Exterior:

- Mow lawn
- Pull Weeds
- Trim trees
- Trim bushes
- Tidy flower beds
- Sweep walkways
- Sweep driveway
- Sweep sidewalk
- Replace any burned out lightbulbs
- Replace burned out lightbulbs

Other Areas:

- Follow the practices used above

Here are a few tips you can use to help your cleaning process go more smoothly and be more effective:

When dusting ceilings, walls and corners wrap a couple of paper towels around the business end of a broom and sweep around ceilings and down the corners where the walls meet.

A microfiber cloth is useful in removing dust from ceiling fans and tops of blades. Also use a microfiber cloth to remove dust from doors, windows, and floor trim.

You can wash walls with a light amount of warm water and a small amount of dish soap. Remember when removing markings to not damage or rub away paint.

Use cleaning wipes for light switch plates and door handles.

Use a side-to-side motion to clean the inside of the window, and a top-to-bottom motion to clean the outside, if possible. If any streaks remain, it is easy to tell which side of the window they are on.

To clean the microwave soak a sponge and put it in the microwave on high for one minute. Then wipe down the inside of the microwave.

Clean shower, tubs and outsides of toilets with surface cleaner and disinfectant wipes. Clean toilet bowls with a brush.

Make sure to clean up mold and mildew with a mold/mildew remover.

Clean mirrors with glass cleaner and clean streaks with dry paper towel.

Happy cleaning!