



LEASING ALBURY WODONGA

RESIDENTIAL PROPERTY MANAGEMENT

TENANT'S VACATING CHECKLIST

SERVICES WE RECOMMEND:

Cleaning:

B & H Cleaning services John: 0418 572 138

Carpet cleaners:

Aldonga Carpet Care Greg: 0418 690 829

Lawns & gardens:

Millers lawn service Kyle: 0401 359 052

General repairs:

I'll Fix It Ben: 0418 450 348

Vacating Landlord Checklist

To assist you with the process of vacating your home we have created the following checklist as a guide. Adhering to this list ensures that the property is handed over to the Tenants correctly and should be handed back in as near the same condition.

Area	Notation	COMPLETED
Floor coverings	<ul style="list-style-type: none"> • All floors must be clean, and stains removed • Tiles and timber floors mopped • Professional carpet cleaning receipt provided to Leasing Albury 	
Windows	<ul style="list-style-type: none"> • Cleaned inside and where able outside • Window / sliding door sills and tracks cleaned 	
Window coverings	<ul style="list-style-type: none"> • Venetian blinds cleaned • Curtains cleaned (do not wash without prior approval) • Tracks must be clean and free from dust and bugs 	
Walls	<ul style="list-style-type: none"> • Marks removed from all walls throughout • Skirting boards cleaned 	
Bathroom	<ul style="list-style-type: none"> • All tiles cleaned, grouting and ceiling mould free • Shower screen cleaned • Toilets washed inside and out • Bathroom vanity free of all soap scum • Exhaust fan and light fittings clean • All cupboards cleaned inside and out 	
Kitchen	<ul style="list-style-type: none"> • All cupboards washed inside and out • Benchtops cleaned • Oven, stove and cook top cleaned (including oven trays and racks) • Exhaust fans/rangehood cleaned and free from residue • Dishwasher empty, filters cleaned and around door seal area cleaned, front of dishwasher cleaned. • Splashbacks cleaned • Sinks cleaned, and plugs placed in sink • Light fittings clean 	

Bedrooms	<ul style="list-style-type: none"> • Built in wardrobes free from dirt and doors / mirrors cleaned 	
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, garage • Garage empty and clean • All light fittings in working order, cleaned and free from dust and bugs • All light globes working • All garbage bins empty and washed • Oil removed from any driveways/garages/carports and concrete/paved areas • Remove all cobwebs inside and out • Redirect mail • Air conditioner and heater vents/filters cleaned • Ceilings fans cleaned • Instruction guides to remain at property 	
Garden	<ul style="list-style-type: none"> • All lawns freshly cut • All edges freshly cut • All gardens neat and tidy, free from weeds • All pathways neat and tidy • Any leaves removed • Garden hoses/attachments where supplied to be wound and placed together near garden tap 	
Keys	<ul style="list-style-type: none"> • Keys for all locks returned • Remote controls returned 	
Mail	<ul style="list-style-type: none"> • Ensure your mail has been redirected 	
Smoke Detectors	<ul style="list-style-type: none"> • Ensure new batteries have been installed 	

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