

# TENANT VACATING CHECKLIST

WE WANT YOUR MOVE TO BE AS SMOOTH AS POSSIBLE,  
SO WE HAVE INCLUDED SOME TIPS IN THIS CHECKLIST TO HELP.

The property must be returned in the same condition as it was received at the commencement of the tenancy, albeit with allowances for fair wear and tear.

Having the property ready to inspect will assist a speedy return of your bond.

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We recommend that you use our professional cleaners for your final vacate clean.

If you do decide to use our cleaners and there are any items that require re-attending to, then we are happy to arrange for them to return to the property. However, if you do want to arrange your own cleaners or to clean the property yourself, please ensure that it has been cleaned satisfactorily otherwise we may require you or your cleaners to re-attend and/or we may arrange a professional cleaner to bring the property to Standard.

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## WE RECOMMEND:

Pam Eco Cleaning Bond Services

P: 0474 944 700

E: [help@pamecocleaning.com.au](mailto:help@pamecocleaning.com.au)

W: [pamecocleaning.com.au](http://pamecocleaning.com.au)

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Please note that cleaning must be completed on or before your vacate date.

# HUGO ALEXANDER

PROPERTY GROUP

CLEANING	DETAILS	COMPLETED
Floor Coverings	All floors must be clean and stains removed	
	Tiles and timber floors vacuumed and mopped	
	Carpets Steam/Dry Cleaned professionally	
Windows	Cleaned inside and where able outside	
	Window / sliding door sills cleaned	
Window Coverings	Venetian blinds cleaned/dusted	
	Curtains cleaned/dusted (do not wash without prior approval)	
Walls	Marks removed from all walls throughout	
Bathroom	All tiles cleaned, grouting and ceiling mould free	
	Toilets washed inside and out	
	Bathroom vanity, tub and shower free of all soap scum	
	Exhaust fan cleaned	
Kitchen	All cupboards and drawers washed inside and out	
	Oven, stove and cook top free from grime (including oven trays and racks)	
	Exhaust fans cleaned and free from residue	
	Clean out the sink and drain/plug hole	
Bedrooms	Built in wardrobes free from dirt and doors / mirrors cleaned	
Laundry	Laundry tub cleaned (have plug in place or visible)	
	Floors mopped	
	Exhaust fan cleaned	
General Cleaning	Air vents including ducted heating & air conditioning vents dusted	
	All light fittings to be cleaned/dusted	
	Cobwebs removed from all ceilings	
	Wipe out all cupboards inside and out	
	Air returns & split system filters vacuumed/cleaned	
GENERAL	DETAILS	COMPLETED
General Maintenance/ External	External areas returned to same condition, including yards, pools, garage	
	Driveways, carports and all concrete areas to be free of oil and grease stains	
	Weeding of garden beds and mowing of lawns	
	All external fittings in working order, cleaned and free from dust	
	All garbage bins empty	
Keys, Remotes, Swipes	All hard rubbish removed	
	Keys for all locks returned (including any copies made)	
	Remotes returned	
	Alarm Codes provided to Hugo Alexander Property Group	
Utilities	Arrange final readings and disconnect utilities;	
	Water	
	Gas/Electricity	
	Phone/Internet	
	Foxtel/other	
Mail	Arrange Mail Re-direction	
	Provide Village Real Estate with your forwarding address	
Personal Items	Remove all personal items from the property	
	(consider donating unwanted goods to a local charity)	