

Property Vacating Checklist

KITCHEN:

- Oven, stove, microwave, dishwasher and rangehood to be cleaned well and free from grease, all parts to be replaced correctly.
- Bench top, wall and floorings to be wiped and free from grease and dust.
- Cupboards, sinks and taps must be thoroughly wiped and left clean.
- Ensure all lights including rangehood lights are working.

BATHROOMS:

- Bath tub, shower, shower glass and toilet to be cleaned thoroughly.
- All mould soap residue should be removed from tiles, walls, ceiling, floors and other surfaces. All hair and dust must also be removed.
- Cupboards, sinks and taps must be thoroughly wiped and left clean.
- Exhaust vents to be free of dust & hair.

CEILING FAN, CEILING AND WALL:

- Any dust or cobwebs on ceiling and cornices to be removed.
- Walls must be cleaned to remove marks.
- Painting may be required if there are serious damages on the wall and ceiling.

CARPET AND FLOORBOARDS:

- Carpets to be thoroughly vacuumed & professionally cleaned if necessary. If you are organizing carpet steam cleaning please ensure you provide a copy of the receipt.
- All tiles, floorboards and skirting boards are to be swept, thoroughly wiped and left clean, free of dust and hair.

LIGHT FITTINGS:

- All light fittings to be cleaned.
- Ensure all globes are working

BLINDS AND CURTAINS:

- All blinds or curtains to be cleaned, free of dust and marks.

GLASSES:

- All glass windows and sliding doors mirrors are to be cleaned, free of dust and marks.

SLIDING DOOR TRACKS, WINDOWS AND DOOR FRAMES:

- All frames and tracks are to be cleaned and dirt free.

AIR CON, DRYER AND VENTILATION VENT FILTERS:

- Covers and filters should be properly cleaned and dusted.

FRONT AND BACKYARD MAINTENANCE:

- Garden maintenance to be carried out, including mowing and edging lawns, weeding and pruning.
- No rubbish is to be left on front yard or kerb side unless you have contacted council to pick up.
- Garbage bins to be emptied and returned to allocated space.

SWIMMING POOL AND SPA:

- Keep the pool or spa or any associated equipment in a properly treated and clean condition.
- Upkeep of the pool, such as cleaning and maintaining the chemical balance of the water, including the purchase of pool chemicals.

Your responsibility for the property does not conclude until all keys are returned to the office and a final inspection will be arranged as soon as possible after the return of the keys. We look forward to meeting with you for this inspection if you so desire.

Kind Regards,



Crystal Wong
Maison Bridge Property
Property Manager