

Tenant:

Address:

Date Notice Given:

Moving Out Date:

Dear

Below is a checklist for returning the property back to me at the end of your tenancy to ensure that full bond is returned to you. If you have any questions, please don't hesitate to contact me.

Kitchen

1. Kitchen units cleaned inside and out.
2. All worktops and sink area wiped down.
3. Oven cleaned thoroughly inside and out including trays and grills.
4. Fridge defrosted and cleaned thoroughly.
5. Washing Machine cleaned, primarily soap powder and fabric conditioner tray.
6. Dishwasher cleaner internally.
7. All tiles floor and wall cleaned thoroughly with all stains removed.

Bathroom

1. All tiles floor and wall cleaned thoroughly with all stains removed.
2. Bath, sink and toilet cleaned with no stains.
3. Toilet seats cleaned all round (top and bottom).
4. Showers and shower screens cleaned thoroughly.
5. Mirrors and fittings all wiped.

General

1. All carpets hoovered and stains removed.
2. All laminate flooring mopped, and stains removed.
3. All skirting wiped.
4. All marks on walls and ceilings cleaned or painted.
5. All windows and frames cleaned internally.
6. All doors and handle wiped down.
7. If you have decorated in paint other than Magnolia for it to be returned back to Magnolia.
8. Radiators wiped down.
9. All holes in walls filled/sanded and painted where fittings used (pictures etc)
10. Ensure all lights working and where required bulbs replaced.
11. Full set of keys returned.
12. Alarm code if changed from when moved in.
13. Details of utility suppliers.
14. Forwarding address (Bonds will be returned as a cheque and sent to your new address).
15. If you have smoked inside the flat then I will require full redecoration ceilings, walls and skirting.
16. All rubbish removed from premises and not left in bin store.
17. **If you have kept a pet dog or cat, I will then require all flooring to be professionally cleaned thoroughly with receipt as proof of it being done.**

Regards

Paul Singh