

## Milestone Properties Move Out Checklist

- Notify your landlord or property manager at least 30 days before moving out.
- Schedule a move out inspection.
- Leave all utilities on until the move out inspection has been completed.
- Remove all personal belongings from the property prior to the date of the move out inspection.
- Remove all trash from the inside and outside of the property.
- Move trash container to the curb if collection is the following day. If trash collection is more than one day after the move out inspection date leave trash in the container next to the home.
- Replace any burn-out light bulbs and make sure fixtures are working properly.
- Replace all air conditioning vent filters prior to moving out.
- Replace batteries in smoke alarms and carbon monoxide detectors (if applicable).
- Clean all windows inside and out, including sliding patio door (if applicable).
- Clean all kitchen surfaces, walls, floors, stove, oven, cabinets, storage areas, sinks, and appliances.
- Clean all bathroom surfaces, toilets, walls, floors, cabinets, storage areas, vanities, mirror, bath tub, shower, and discard the shower curtain (if applicable).
- Clean shelving in all bedroom and hallway storage closets, and remove and discard any hangers (if applicable).
- Sweep and mop all hard surface flooring.
- Vacuum all carpeting.
- Remove all debris in exterior areas.
- Clean and wash exterior surfaces such as window ledges, front sidewalk, entry way, and front and back porches.
- Repaint all walls to the original color at the time of move in (if applicable).
- Return all keys and garage door openers to the landlord at the time of the move out inspection.
- Notify the landlord of any property damage or issues inside or outside of the home.