



MOVE OUT INSTRUCTIONS

Just a reminder that rental properties should be returned in the same condition as the time of move-in. Any charges needed for cleaning or repairs will be taken out of the deposit first. Any further charges will be the tenant's responsibility. Charges are based on the amounts in your lease, the move-in checklist, and previous unit inspections. Use the list below as a guide to help you return your unit to its original condition. This list is not all-inclusive, and we reserve the right to make the final decision regarding move-out charges.

Before you move out:

- Take all utilities out of your name
- Remove all trash and personal belongings
- Vacuum carpet and clean floors
- Shampoo all carpets
- Clean all bathrooms completely
- Clean sinks, microwave, fridge, and oven completely. Including interior and exterior
- Clean inside of all cabinets and closets
- Clean all windows
- Remove all posters, stickers, nails, screws, wall anchors, and adhesives from the walls
- Ensure all lightbulbs (inside and outside) are working and not burnt out
- Rehang all smoke detectors and CO2 detectors as well as replace any dead batteries in smoke or Co2 detectors
- Clean up the yard, remove weeds and dead limbs, and do any final yard work as necessary
- Ensure house gutters are cleaned

Please be sure you return your keys by the date listed on your move-out notice. If you are unable to bring the keys in during office hours, please place them in the drop box inside of a labeled envelope. If any keys or garage door openers are not returned, there is a charge of at least \$150. Once we have the keys we can perform the move-out walkthrough. Once that's complete, your deposit will be refunded to you within 14 days. Thanks for choosing OPMP as your property management company.