

CHECKLIST

| End of Lease Cleaning Checklist |

this is a guide

This comprehensive checklist is to be used only as a guide, and should be viewed as an indication of what your Property Manager or Landlord is *likely* to expect as you vacate your property. Every effort has been made to ensure this checklist covers as many common list items as possible, however, in most cases, you will be supplied with a similar checklist, outlining *exactly* what is required of you.

some tips on inspections

- Follow the checklist your property manager provides.
- Don't leave it to the last minute - save yourself the stress.
- Remember to clean *AND* to tidy - it will make a great impression!
- If there's a garden, make sure it's looking well kept.
- Relocate your pets - whether they are on your lease or not.
- You'll find some more detailed advice at www.amsa.com.au

General

Vacuum & mop all floors

Carpets Professionally Cleaned (Provide Receipts)

Clean all light fittings & switches

Wipe down walls & remove all marks on ceilings

Skirting boards dusted & cleaned

Doors & woodwork cleaned

Windows cleaned inside & out (including tracks)

Flyscreens brushed down

Window sills & tracks vacuumed & cleaned

Venetian blinds dusted & cleaned

Curtains dry cleaned where necessary

Fireplaces cleaned out of all ash & debris

Chimneys professionally cleaned (Provide Receipts)

Spider webs removed

Ceiling fans dusted & cleaned

Air conditioning filters cleaned

All personal effects removed

Inside all wardrobes & shelves to be dusted & cleaned

Bathroom

Shower screens cleaned (including water & soap residue)

Tiles cleaned (including water & soap residue)

Bathroom fittings cleaned (including water & soap residue)

Exhaust fan cleaned

Basin & vanity cleaned (including water & soap residue)

it doesn't need to be stressful

The silver lining of the rental inspection process is that they also serve as a platform for you to raise the concerns you have as well. Make the most of the opportunity and write a list of anything you feel needs attention. Many impaction notices will also include a maintenance request form, which you can use to formally request maintenance issues to be rectified. Structural issues like leaking roofs, broken handles, and plumbing or electrical problems are usually the responsibility of the landlord, while simple things like garden maintenance, replacing light bulbs and carpet stains are usually up to the tenant to take care of.

Rental inspections don't need to be stressful. They can be a great opportunity to spring clean, de-clutter and get things fixed or updated. At the end of the day, most inspections are over in just a few minutes and most managers just want to be assured you are looking after the landlord's investment.

what do we do?

This list is designed as a guide for tenants cleaning their own property, however, it is also an adaptation of what we at AMS do during a typical End of Lease Clean.

For more details, visit www.amssa.com.au

Storage areas cleaned	<input type="checkbox"/>
Front doors of vanity cleaned	<input type="checkbox"/>
Toilet	
Toilet pan cleaned	<input type="checkbox"/>
Toilet bowl cleaned	<input type="checkbox"/>
Cistern cleaned	<input type="checkbox"/>
Behind toilet pan cleaned	<input type="checkbox"/>
Toilet seat cleaned	<input type="checkbox"/>
S-Pipes wiped	<input type="checkbox"/>
Kitchen	
Oven, including racks, elements, glass & steel cleaned	<input type="checkbox"/>
Grease & debris removed from cooktop	<input type="checkbox"/>
Range hood, filters & exhaust cleaned	<input type="checkbox"/>
Defrost fridge & freezer & remove all water	<input type="checkbox"/>
Fridge wiped out & left open & turned off	<input type="checkbox"/>
Dishwasher, including filters & dispensers cleaned & left open	<input type="checkbox"/>
Sink cleaned & polished (including water & soap residue)	<input type="checkbox"/>
Splashback cleaned & all grease removed	<input type="checkbox"/>
Tiles cleaned (including water & soap residue)	<input type="checkbox"/>
Inside all cupboards & pantry wiped & cleaned	<input type="checkbox"/>
All cupboard & pantry doors cleaned	<input type="checkbox"/>
Front of fridge, dishwasher & oven cleaned	<input type="checkbox"/>
Laundry	
Tub cleaned & polished (including water & soap residue)	<input type="checkbox"/>
Clothes dryer cleaned & lint removed	<input type="checkbox"/>
Washing machine & filters cleaned	<input type="checkbox"/>

All getting a bit much?

Don't hesitate to call us. We have been cleaning houses for property inspections for years, and there's nothing we can't handle. It's what we do, and it's what we love. And we will only ever charge you for the time we spend on site.

Call us on 0403 271 741 or email accounts@amssa.com.au anytime.

Exterior

Mow Lawns, trim edging, remove weeds & rubbish

Grease, tire marks, etc removed from driveway & garage

Rubbish removed from storage areas

Paths & patios swept down

Spider webs removed

Animal droppings removed

Departure

Check letterbox, cupboards & lockers for personal effects

Services

Contact phone company to disconnect service

Contact electrical company to disconnect service

Contact postal service to redirect all mail

Cancel all outstanding deliveries

Property Manager & Landlord

Provide forwarding address & phone number

Pay all outstanding rent, utilities, etc..

Return all keys