## Extra Mile Property Management

"We go the distance!"

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## **MOVE-OUT PREPARATION GUIDELINE**

We wanted to confirm that you will be ready for your move-out walk-thru

Here are a few things you will need to have done prior to the move-out walk-thru:

- 1. Home left clean, including stove, oven, microwave, dish washer, faucets, sinks, refrigerator and freezer, drawers, cabinets (including top) windows, window sills, bath tub, shower, toilets, floors, baseboards, under kitchen sink cabinets, bathroom under sink cabinet, etc.
- 2. Replace light bulbs as needed
- 3. Fill in nail holes as needed
- 4. Replace broken blinds as needed
- 5. Touch up paint as needed
- 6. Clean and sweep all floors
- 7. All trash thrown out
- 8. Return all keys (Doors & Mailbox)

Taking care of these items in advance will avoid having us to do them for you with the cost deducted from your security deposit. We will perform the final walk-thru with you after everything has been moved out and the condo is clean.