

Property: \_\_\_\_\_

Tenant Name: \_\_\_\_\_

Tenant Phone Number: \_\_\_\_\_

## Important Instructions Before Vacating

Please ensure the following checklist is completed before your move-out date. Schedule your final landlord inspection at least 4 days prior to vacating.

## Move-Out Cleaning & Preparation Checklist

- All floors washed
- Carpets shampooed (include receipt and photo proof)
- Walls washed
- Dishwasher cleaned inside
- Fridge cleaned - inside, around & behind
- Range cleaned - inside, around & behind
- Kitchen cabinets & drawers wiped clean (including doors)
- Countertops wiped clean
- Washing machine cleaned (inside, top & behind)
- Clothes dryer cleaned (inside, top & behind)
- Toilets cleaned (inside, top & behind)
- Vanities cleaned
- Bathroom mirrors cleaned
- Bathtub cleaned
- Closets & shelves wiped clean
- Windows cleaned (tracks & screens included)
- Blinds cleaned
- Basement floor cleaned
- All light fixtures to have uniform, working bulbs (inside & outside)
- Light fixtures cleaned
- All garbage placed in bins

## **Bridgwater Suites - Vacating Your Tenancy**

255 Centre Street, Winnipeg

All personal effects removed from premises

Outside yard and driveway cleaned; personal effects removed

All house keys returned

Water bill paid before damage deposit release

Furniture and large items must be taken to dump - do NOT leave in dumpster

Received By: \_\_\_\_\_

Signature: \_\_\_\_\_

Date Received: \_\_\_\_\_