



Move Out Guidelines and Cleaning Checklist

PURE Property Management of Florida

Resident(s): _____

Move in Date: _____

Property Address: _____

Move Out Date: _____

We work hard to keep our rental properties in good condition and appreciate your help. Please return the unit in the similar condition that it was received in. We also want to return your security deposit to you in full. To do that, we will need your cooperation in completing the following cleaning checklist. If all items are completed as indicated to our satisfaction and no other damages are identified, your security deposit will be returned to you within 21 days.

If cleaning is not satisfactory, we will need to hire someone to clean and the charge for their services will be deducted from your security deposit.

- Your security deposit does not apply to your last month's rent!
- You are to be moved out of the home by noon on the last day of your lease or agreed upon vacate date.
- Leave all nails and screws in the walls. Do not attempt to patch or paint over any holes in the walls. We will not charge for filling nail holes unless there is an unusual quantity.
- Clean walls and doors of any excess dirt or marks that were not present of move-in.
- Lawn must be mowed and shrubs must be maintained.

- No later than the final day of lease, return all property, mailbox, and garage keys, parking tags, and garage door openers in an envelope, along with your forwarding address to PURE Property Management of Florida at 2215 E. Fort King St Ocala, FL 34471. Our preference would be for you to drop it off during business hours, however, these items can be placed in an envelope and left in our drop box.
- Contact all utility providers to make arrangements to terminate service the 3 business days following your scheduled vacate date.
- Furnish the Post Office with your forwarding address online at usps.com.
- Provide your forwarding address to ocala@purepm.co

Everything must be out of the home prior to noon, the final day of lease. Please note that if you do not complete the cleaning in compliance with the following checklist, you will be charged a cleaning fee.

CLEANING CHECKLIST

LIVING ROOM

- Clean all blinds
- Wash all windows, sills, and screens
- Dust all baseboards and electrical plates
- Wipe down baseboard heaters
- Vacuum carpet and any cobwebs
- Wipe down closet shelf, if applicable
- Clean air conditioner filter, if applicable

KITCHEN

- Clean all blinds
- Wash all windows, sills, and screens

- Dust all baseboards and electrical plates
- Wipe down baseboard heaters
- Wash ceiling fan, counter top, and any debris on walls
- Clean dishwasher inside and out
- Clean refrigerator and freezer, inside, outside, and floor underneath. Turn it off and leave the doors propped open. (Defrost with a hair dryer if necessary.)
- Clean oven, top of range, under burners, hood, and broiler pans. (Drip pans will be replaced at your expense if they do not come clean.)
- Wipe out all cupboards and drawers inside and out
- Vacuum any dust off ceiling from fan
- Scrub floor, even under appliances, leave appliances pulled out
- Wipe down closet shelf, if applicable
- Replace any burned out light bulbs (refrigerator, vent hood, oven, and fan)

BATHROOM

- Dust all baseboards and electrical plates
- Wipe down baseboard heaters
- Scrub the bathtub, toilet, and sink inside and out
- Clean medicine chest and shelves and closet and/ or cupboards
- Scrub floor
- Clean ceiling exhaust fan, light fixtures, and replace any burned out light bulbs
- Wipe down washer and dryer inside and out, if applicable

BEDROOMS

- Clean all blinds
- Wash windows, sills, and screens
- Dust all baseboards and electrical plates
- Wipe down baseboard heaters
- Wipe down closet shelves
- Wash ceiling fan, blades, and globes-replace any burned out light bulbs
- Vacuum carpet and any cobwebs

STORAGE AND GARAGE

- Sweep out or vacuum any storage areas, garages, or basements
- Replace any burned out light bulbs

*** Please call our office at 352-414-5292 with questions regarding Move Out Guidelines & Cleaning Checklist ***