



## Cleaning Instructions to Vacating Residents

Dear Vacating Resident,

Please refer to your Lease Agreement which states: **Tenant shall clean and restore the Unit at move-out, to its condition at the commencement of this tenancy, other than normal wear and tear.**

The following checklist is being provided as a tool for you to use to clean and restore your unit.

### **BEDROOMS/HALLWAYS/DINING AREAS/LIVING ROOM/GENERAL AREA:**

- 1) Walls and ceilings should be washed and all marks removed.
- 2) All glass, windows, windowsills and window tracks should be cleaned and washed.
- 3) Light fixtures, lamps, switches, and shelves must be cleaned.
- 4) All floors are to be cleaned.
- 5) All storage areas and closets are to be free of any personal items and should be cleaned including the walls in the closets.
- 6) Garage/carport, outside sink and surrounding areas outside the unit should be cleaned and free of any debris.
- 7) The interior and exterior of the washer and dryer closet should be cleaned.

### **KITCHEN:**

- 1) Refrigerator and freezer should be defrosted and cleaned, interior and exterior, behind and underneath.
- 2) Range, oven, pans, broiler grills and shelves should be cleaned, interior and exterior, behind and underneath.
- 3) Hood fan, exhaust fan, to include filters, should be cleaned.
- 4) Cabinets should have all shelf paper and liner removed. Interior and exterior of shelves, doors, drawers, pulls, knobs and cabinets cleaned.
- 5) Floors and floor coverings must be cleaned.
- 6) Exterior and interior of all fixtures must be cleaned.
- 7) Closet/Pantry walls, shelves, doors and accessories should be washed and cleaned.
- 8) Walls and ceilings should be washed and cleaned.

### **BATHROOM:**

- 1) Tub, basin, shower, and tub surrounds, to include tile, fixtures, faucets, apparatus, should be washed and cleaned, grout should be cleaned.
- 2) Medicine cabinet, mirror, shelves, lighting, fixtures, switches, heaters, towel bars, handles, accessories, should be cleaned.
- 3) Cabinets/vanities should have all shelf paper and liner removed. Interior and exterior of shelves, doors, drawers, pulls, knobs and cabinets should be cleaned.
- 4) Toilet, toilet seat, toilet tank toilet bowl should be cleaned, interior and exterior.
- 5) Walls and ceiling should be washed and cleaned.

If you wish to complete the unit move-out inspection report with the resident management staff, please be sure to contact the leasing office at 633-4347/8 to pre-schedule an appointment.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Tenant Acknowledgment*

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Ironwood Representative*

**Please sign and return to the main  
office.**