

# LJ Hooker Cleveland Property Management

## CLEANING CHECKLIST FOR TENANTS

- Cobwebs to be removed both inside and out. Under eaves to be cleaned. Lawns to
- be mowed, edges done and gardens fully weeded. (*No grass clippings to be left in mounds or in garden beds*)
- Driveways and garage to be swept and cleaned free from grease and oil.
- Entertainment areas & verandahs to be swept clean and free of markings.
- Remove all rubbish. All wheelie bins to be empty, washed, cleaned and disinfected
- All windows to be washed both internally and externally (sliding panels will lift out for easy cleaning of both sides), sills, tracks and frames to be cleaned
- All screens that may have been damaged are to be remeshed if necessary. Walls &
- doors to be cleaned with particular attention to bathrooms and kitchens (heavy marks/stains will be easily moved with Gumption – wipe with damp cloth after using)
- Light fittings are to be cleaned from dust and insects (both inside and out) Light
- switches and power points to be cleaned. All light bulbs to be left in working order
- All blinds and curtains to be cleaned/washed as per instructions
- Air Conditioning filters and exhaust fan filters to be removed and cleaned, ceiling fans to be cleaned both on top and under the blades
- Skirting boards to be wiped clean
- Stoppers behind doors to be cleaned and replaced if broken off
- Floors to be vacuumed, swept and mopped
- Kitchen – clean inside/outside and edges of all cupboards and doors and around door handles. Stove, griller, drip trays and oven to be left clean and free of grease (*spray first with oven cleaner and leave overnight*). Range hood to be cleaned including filters
- Dishwasher to be put through cycle while empty (Rinse Aid or Epsom Salts is effective)
- Bathrooms – drawers, basin and shower recess to be scrubbed out, free of soap, mildew and dirt. Mirrors to be cleaned. Toilets to be scrubbed with disinfectant
- Laundry – inside, outside and under the laundry tub. If there is a dryer, please clean out the lint filter

***Please make certain that these items are taken care of to ensure the release of your bond***

## **GETTING YOUR BOND BACK CLEANING GUIDE FOR FINAL INSPECTION**

**We have provided you with a checklist to ensure that all the cleaning requirements are completed prior to handing your keys into the office ready for the final inspection to ensure a smooth transition period.**

If you are considering using a professional cleaner to do your vacate cleaning, our office is happy to offer contact details of the following who may be able to assist you and offer competitive prices:

**EASY EXIT – JAN: 0430 002 400**

### **\*RENT WILL BE CHARGED UNTIL THE KEYS ARE RETURNED TO OUR OFFICE\***

**REPAIRS:** All damages must be made good. We ask that you don't attempt to repaint the walls yourself, please contact us for a professional painter. Many scuff markings will clean off with gumption. Please telephone your property manager for phone numbers of competitively priced professional tradespeople.

**CARPETS:** Please use a reputable carpet cleaner, cheaper is not always better. If the carpet is not cleaned according to the original entry report, it may be necessary for us to engage another carpet cleaner to do the job properly at your expense. A carpet cleaning receipt **MUST** be provided to the office when handing the keys in. Local carpet cleaners showing good results are:

**SAFE CLEAN: 07 3823 2333**  
**BENNETTS PROPERTY SERVICES: 07 3821 0907**

**PEST CONTROL:** If you have had a pet at the property, either full time or weekends only, it is your responsibility to have the property sprayed both internally and externally for fleas. A receipt **MUST** be provided to the office when handing the keys in. Local pest controllers showing good results are:

**BENNETTS PROPERTY SERVICES: 07 3821 0907**  
**BOB GUNN PEST CONTROL: 07 3286 9877**

**ELECTRICITY:** Please allow an extra 3 – 4 days **AFTER** your vacate date before arranging for the meter to be read. This will ensure that the power stays connected should there be any extra repairs or cleaning required at the property. If on a **BREAK LEASE** keep electricity switched **ON**.

**PLEASE TAKE THE TIME TO COMPLETE THE CLEANING  
AS THIS WILL HELP IN THE SPEEDY RETURN OF YOUR  
BOND**

**This is for your reference only and we trust that your move will be hassle free so that your bond refund will run smoothly**