



FIVE POINT
Property Management

MOVE-OUT INSTRUCTIONS

Please follow these instructions carefully to ensure a smooth move-out and the return of your full security deposit. All items must be completed before your scheduled move-out date.

1. General Cleaning

- Clean the entire property thoroughly.
 - Remove all personal belongings from the home, garage, attic, basement, and yard.
 - All trash and debris must be removed. Empty all garbage bins completely.
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2. Kitchen & Appliances

- Clean all appliances inside and out (refrigerator, oven, microwave, dishwasher).
- Move and clean under/behind refrigerator and stove.
- Replace stove drip pans if rusted or stained.
- Clean range hood and filter (inside and out).

- Wipe down all cabinets, drawers, and countertops—inside and outside.
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3. Bathrooms

- Deep clean showers, tubs, sinks, and toilets.
 - Remove all soap scum, mildew, and hard water stains.
 - Clean mirrors, vanities, medicine cabinets, and shelves.
 - Polish faucets and wipe down all surfaces.
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4. Interior Cleaning

- Clean all interior windows and window sills.
 - Wipe down doors, light switches, and closet shelves.
 - Clean all baseboards throughout the property.
 - All drawers, cupboards, and closets must be completely cleaned and emptied.
 - **Do not patch or fill nail holes—leave them as is.**
 - **Carpets must be professionally cleaned. A receipt of service is required and must be left on the kitchen counter.**
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5. Lighting & Fixtures

- Ensure all light bulbs are working in every socket (inside and outside).
- Use appropriate bulbs in specialty or exterior fixtures.
- Clean all light globes and fixtures. Remove any bugs or debris.

6. Smoke Detectors

- Ensure all smoke detectors are in place and fully functional.
 - Replace any missing or low batteries.
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7. Lawn, Landscaping & Exterior

- Mow and edge the lawn. Rake up clippings debris, and remove all pet dropping.
 - Weed all flower beds and remove leaves/trash.
 - In winter months, remove snow from walkways and driveways as required.
 - Clean up any pet waste from the yard.
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8. Garage, Basement & Driveway

- Sweep garage floors.
 - Remove oil stains from the garage and driveway.
 - Clear out all stored items, tools, and debris.
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9. Maintenance Responsibilities

Report any issues prior to move-out. You are responsible for the following items:

- Damaged or missing window/door screens (especially pet damage)

- Broken windows, mirrors, or glass
 - Closet doors must be properly installed and functional
 - Doors, drawers, and cabinetry should operate smoothly
 - Plumbing and drains must be in working order
 - Replace furnace filters
 - Repair or replace damaged knobs, handles, or fixtures
 - Replace any broken light globes or covers
 - Secure any loose railings or banisters
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10. Lease Break Policy

If you are terminating your lease early:

- You remain responsible for rent and utilities until a new tenant moves in or your lease ends—whichever comes first.
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11. Security Deposit

- Your security deposit **may not** be used toward your last month's rent.
 - Deductions may be made for cleaning, damage, or failure to comply with these move-out instructions.
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12. Key Return & Contact Info

Before leaving, place the following items on the **kitchen counter**:

- All property keys (house, mailbox, garage, gates)
- Garage remotes
- Carpet cleaning receipt
- A forwarding address and updated phone number

If you have any questions or need clarification, please contact **Five Point Property Management** at **208-952-4677**.
