MPLS MINN

Girard MANAGEMENT, Inc.

Resident Move-out Cleaning Guide

This check list will help ensure you will have your entire security deposit refunded to you. If each the items listed below are completed appropriately the resident(s) will receive their security deposit in full. Exceptions to refunding the entire security deposit are damages beyond normal wear and tear and outstanding charges on your resident ledger.

Complete each item on the list and check off task as completed. It is easiest to clean using the order provided by the list (top to bottom).

Please return to Girard Management, Inc. with the return of your keys.

Bathroom	Bedroom 1	Bedroom 2	Kitchen	Entryway	Hallway	Living Room	Task Description
							Dust blinds & wash each blade thoroughly
							Vacuum & clean window tracks
							Clean Windows
							Wash/Dust Window Sill(s)
							Vacuum dirt/dust around A/C Unit / Wipe A/C Unit Clean
							Wash all outlet and swith plate covers
							Wash all shelving in all closets
							Wipe down all BR closet, Linen closet and entryway closet oors & use window cleaner on the mirrored doors
							Remove vent covers, clean out vents & wipe down inside & outside of vent covers
							Wash all lights and fan blades
							Vaccuum carpet
							Wash refrigerator inside and outside
							Clean inside & outside of oven (pull oven out to get sides)
							Clean stove drip pans and platform under drip pans
							Clean inside of exhaust fan hood
							Wash grease protector located on wall next to range
							Wipe off walls where needed
							Wipe/Clean inside and outside of kitchen cabinets
							Wipe down countertops and scour off stains, where possible
							Scour Sink
							Wash all lights and fan blades
							Sweep & mop kitchen floor
							Clean inside and outside of bathroom vanity and sink cabinet
							Clean mirrors on bathroom vanity
							Scour Sink
							Scour entire toliet bowl - inside & outside
							Scour tub, tile & grout
							Sweep & mop bathroom floor