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### **General:**

1. Wash all windows inside and out in all rooms. Clean out window tracks.
2. Wash window sills and curtain rods.
3. Wash inside and outside of front and back doors.
4. Clean out fireplace if applicable.
5. All marks must be washed off the walls. Remove all nails, do not patch.
6. Wash all vinyl and tile floors.
7. All carpeting is to be vacuumed and professionally shampooed. Save receipts and turn in to manager; or request that manager arrange to have this done and the cost will be deducted from your security deposit.
8. All trash must be removed from the premises.
9. Clean all blinds and wash or dry clean all drapes and valances.
10. Clean all light fixtures throughout unit and replace any burnt out bulbs.

### **Kitchen:**

1. Clean inside and out of dishwasher and range hood.
2. Scrub kitchen floor, including under the movable appliances.

### **Refrigerator:**

1. Wash inside of refrigerator with warm water.
2. Take out vegetable drawers and wash in warm water, dry and replace.
3. Wash and dry outside of refrigerator.
4. Move refrigerator out from wall and clean underneath. **DO NOT TURN OFF!**
5. Freezer must be defrosted and cleaned.

### **Stove:**

1. Remove racks and broiler pan, soak in hot water to clean, dry well.
2. Clean inside of oven, top of stove, under elements, pan drawer, exhaust fan, hood.
3. Remove lower drawer and clean under stove.
4. Wash and dry outside of stove.

### **Cabinets and Drawers:**

1. Wash cupboards inside and out. Remove any shelf paper.
2. Wipe out drawers with damp rag.
3. Clean sink and counter tops.

### **Bathroom(s):**

1. Wash down tile.
2. Clean bathtub, tile around the tub, sink, door and fixtures.
3. Clean inside and outside of toilet.
4. Clean the inside of medicine cabinet
5. Wash mirror.
6. Scrub floor.

### **Exterior:**

1. Mow lawn and weed flower beds if applicable.
2. Haul away all garbage