



Dear Resident(s):

Please refer to the move out checklist provided.

This checklist is given to you to help ensure you receive the most money back from your security deposit. The purpose of this check list is to help you during your move out process. Please be advised, completion of this checklist does not guarantee your refund will be returned to you in full. There are many categorizations that we take into consideration while processing the return of your security deposit. We hope you take this time to look over these items to help better prepare you to return your apartment to the same condition you received it upon move in.

Kind Regards,

Long Beach Investments

LONG BEACH INVESTMENTS

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MOVE OUT CHECKLIST

Kitchen:

- Range should be completely cleaned, including broiler pans
- Clean stovetop, panel and dials
- Drip pans must be cleaned. Replace if they do not appear new after cleaning
- Clean under and behind stove
- Clean under and behind fridge
- Exhaust fan and overhead light should be free from grease and dirt, including filter.
- Dishwasher should be wiped out, including around the inside of the door
- Clean inside and outside surface of microwave
- Clean inside refrigerator and under crisper drawers
- Clean the inside and outside of all cabinets. Wipe down all shelves
- Clean Sink and faucet fixtures
- Wipe down all pantry shelves
- Clean light fixtures and covers
- Wipe off all electrical covers
- Clean all walls, including ceilings and corners
- Mop floor
- Wipe down all baseboards
- Clean doors and around frames

LIVING ROOM:

- Clean electrical outlet covers
- Clean light fixtures and covers
- Vacuum carpet and edges by baseboards
- Clean walls, ceilings and corners
- Clean windows, window sills and tracks
- Clean doors and around door frames
- Clean all vents on floor or wall
- Clean out closet and wipe down shelves
- Remove any cobwebs

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BATHROOMS:

- Tiles should be washed and grout cleaned
- Vanity and medicine cabinet should be cleaned, including shelves and mirrors
- Tub, shower, sink and toilet should be cleaned and sanitized
- Glass door, if applicable should be cleaned so all of the soap scum is removed
- Exhaust fans should be cleaned
- Clean bathtub, shower walls and fixtures
- Clean soap dishes and wipe down towel bars
- Wipe down all counter tops
- Clean and wipe out all drawers
- Clean electrical outlet covers
- Clean light fixtures and covers
- Clean walls, ceilings and corners
- Remove any cobwebs

GENERAL:

- Remove all hooks, ceilings hooks, mountings, etc. installed and properly patch holes
- Replace any dead smoke detector batteries,
- Walls should be washed or marks removed including streaks above heaters
- Remove all cobwebs from walls and ceiling
- Clean Blinds
- Clean Light fixtures including fans

GARAGE:

- All trash needs to be removed from the premises
- Clean away stains from floor using an appropriate cleaner
- Sweep floor