

TWO50TWO APARTMENTS
MOVE OUT CLEANING CHECKLIST
**YOU MUST BE MOVED OUT BY
NOON on MAY 4, 2019.**

**BE CONSIDERATE...EQUALLY SHARE THE CLEANING WORKLOAD
AMONGST YOU AND YOUR SUITEMATES**

KITCHEN

- Cupboards and drawers emptied and cleaned
- Fridge and freezer emptied and cleaned
(trays, shelves, door seal, handle)
- Top and outside of fridge/freezer cleaned
- Stove surface cleaned
(including knobs)
- Stove bottom drawer cleaned
- Oven interior and racks scrubbed
- Sink scoured
- Floor and baseboards scrubbed
- Outlets and switch plate covers cleaned
- All surface areas cleaned
- Ceiling free of cobwebs
- Dishwasher surfaces cleaned
- Utility closet emptied/wiped down
- Vent above utility closet vacuumed/wiped down

BATHROOM

- Exhaust fan cleaned
- Toilet tank and base cleaned
- Toilet bowl scrubbed
- Floor and baseboards scrubbed
- Sink cleaned
- Outlets and switch plate covers cleaned
- Ceiling free of cobwebs
- Vanity surface cleaned
- Mirror cleaned
- Shower floor and walls scrubbed
(free of soap scum and mildew)
- Shower curtain washed
(free of soap scum and mildew)

BEDROOMS

- Dressers, desks, night stands cleaned out and wiped down
- Mattresses wiped down
- Windowsills, frames cleaned
- Heat vents and registers wiped off
- Baseboards cleaned
- Carpets vacuumed
- Ceiling free of cobwebs

LIVING ROOM

- Windowsills, frames cleaned
- Carpets vacuumed
- Heat vents and registers wiped off
- Baseboards cleaned
- Ceiling free of cobwebs

ALL CLOSETS/DOORS

- Vacuumed and cleaned
- Remove any appliqué

OTHER

- All belongings removed
- Trash/recycle removed/all taken out to dumpster on street
- Remove bike from bike rack
- Empty mailbox, make sure no packages in office
- Mail forward has been completed**

Recycle bin, trash container, plunger & shower curtain hooks are to stay in unit.

**CLEAN OUT YOUR MIAD LOCKER BY MAY 10TH
MIAD BUILDING IS CLOSED MAY 4TH AT 2PM**