

Kinnery's **Brokerage House**

& Elite Property Management, Inc.
New Address: 425 E. 4th Street #D, Long Beach, CA 90802
Business: 562-800-0838

TENANT FINAL INSPECTION CHECKLIST

*It's important to keep things simple when you move out... The objective, return the home in the same condition you received it in. Always remember, **Don't forget to clean!***

Below is an easy to follow checklist:

- Get the unit professionally cleaned from top to bottom... It may cost \$100 but it's worth it!
- Walls: Remove any marks or blemishes on walls. A simple wipe with a wet towel can do wonders!
- Small holes in walls: Holes should be filled with spackle and the wall wiped clean of excess spackle.
- Large holes in walls: If you have taken it upon yourself to hang T.v's, wall prints, mirrors etc, that have left significant damage to the walls, the entire wall will need to be patched and painted back to it's original color.
- Flooring: After the cleaning company has left:
 - a. Utilize a wet cloth and wipe down baseboards.
 - b. If it's necessary to mop the floors a second time, feel free to do so.
 - c. Stains in carpets: A \$4.00 can of carpet cleaner can get out really nasty stains.
- Kitchen: Clean inside and out, top to bottom:
 - a. Range.
 - b. Fridge.
 - c. Dishwasher.
 - d. Microwave.
 - e. Stove top should be left spotless.
 - f. Counters and flooring wiped down and all grout between tile cleaned.
 - g. Please make sure your cabinetry and drawers are emptied and wiped down.
- Bathroom: Clean inside and out top to bottom:
 - a. Flooring and wainscot should be wiped down and grout cleaned between tile.
 - b. Mirrors cleaned. Please remove all items from cabinetry and drawers, then wipe them down.
- Wipe down, clean and replace.
 - a. Window sills.
 - b. Windows.
 - c. Mirrors.
 - d. Light fixtures.
 - e. Blinds.
 - f. Ceiling fans.
 - g. Heaters.
 - h. Bannisters.
 - i. Light bulbs.
 - j. Batteries in CO2 detectors and Smoke detectors
- Everything must be removed from closets (including hangers) and all shelves and drawers need to be cleaned.

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 fans 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
- Defrost refrigerator, if applicable, and remove any water. **DO NOT TURN OFF FRIDGE WHEN VACATING**
- Clean inside refrigerator and under crisper drawers
- Clean all countertop surfaces
- 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
- Clean vents on floors or wall.

Living Room:

- Clean electrical outlet covers
- Clean light fixtures and covers
- Vacuum carpet and edges by baseboards
- Clean walls, ceiling 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

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
- Thoroughly clean toilet inside and out
- Wipe down all counter tops
- Clean and wipe out all drawers
- Clean electrical outlet covers
- Clean electrical outlet covers
- Clean light fixtures and covers

- Clean walls, ceilings and corners
- Remove any cobwebs

Garage:

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

MISCELLANEOUS:

- Clean ceiling fan blades and draperies
- Replace any dead smoke detector batteries
- Remove hooks, ceiling hooks, mounted mirrors etc... that you installed. Properly patch holes.
- Remove all paper towel holders and adhesive (if you installed them)

