



checklist for your check out

Checking out of your property

There are lots of things to organise and think about when moving out of your property. It is essential to leave the property in the same condition it was when you moved in, subject to fair wear and tear. Follow our simple tips to help make your check out efficient. [Click here](#) for an indication of contractors costs if the landlord has to undertake any repairs or professional cleaning after your check out.

Remember, we are here to help. Please get in touch with one of our team and we'll be happy to help with any queries.

leave the property clean and tidy

You need to clean your own studio and ensure it is returned in the same condition as it was when you moved in. You should allow plenty of time to complete cleaning, this could take a couple of full days. Use our handy check list to ensure you are happy with how you are returning the property.

remove all waste

All personal waste and belongings must be removed from the property, make sure not to overfill the outside bins. If bin collection day does not fall on the day of your vacation you must make alternative arrangements for the waste to be removed. Household waste can be disposed of free of charge at The Household Waste Removal Centre; Great Northern Terrace, Lincoln LN5 8LG.

clean all appliances

Clean out the shelves and drawers in the fridge and freezer. Defrost and leave the door open. All cupboards in the kitchen must be emptied and cleaned.

The cooker must be cleaned thoroughly with oven cleaner, do not forget shelves in the oven, the glass door, grill pan and oven trays, and the extractor hood.

leave walls clean and free from damage

All washable wall surfaces to be washed down and left free of dust, dirt and stains.

Rectify any damage you have caused on the walls, for example from blu tac marks or nails. For more information on what we allow to be used on the walls and how to rectify any damage, please refer to our [blog](#).

ensure the carpets and mattress are clean

Check all carpets and your mattress are free from any stains. In some instances they can be cleaned and do not need to be replaced. It is cheaper to clean the mattress than replace. If you need help arranging professional cleaning, contact us.



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If you know you have caused any damage to the property e.g. rips to floor vinyl or broken furniture, please contact us prior to vacation to discuss how best to rectify.

WE HAVE A WEALTH OF EXPERIENCE AND IT IS FAR EASIER FOR US TO HELP RECTIFY PROBLEMS THAN CHARGE LATER, SO PLEASE DO ASK FOR OUR HELP IF REQUIRED.

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- ☐ Remove all personal belongings
- ☐ Remove your waste from the property and don't overfill the bins
- ☐ Leave all walls free from any damage exceeding fair wear and tear
- ☐ Wipe down all furniture to ensure dust, dirt and stain free
- ☐ Clean inside all cupboards and drawers
- ☐ Wipe down skirting boards, doors and window frames
- ☐ Ensure carpets are free from stains and marks
- ☐ Vacuum and clean all floors, including under furniture, then empty
- ☐ Ensure your mattress is clean and free from stains
- ☐ Clean out the fridge/freezer, switch off and leave the door open
- ☐ Clean the cooker inside and out, including shelves
- ☐ Please leave crockery that belongs to the landlord in the kitchen
- ☐ Clean the washing machine, soap dispenser, and filter
- ☐ Clean the microwave inside and out
- ☐ Clean the bath/shower, shower screen, toilet and basin
- ☐ Repair any furniture you may have accidentally broken
- ☐ Ensure garden is free from your waste and BBQs you own
- ☐ Bedding that was present at the start of your tenancy can be removed as your own

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