

Homefinders Rental Properties

2051 Cedar Street - McKenzie, TN 38201

731-352-2255

EFFECTIVE DECEMBER 1, 2009

RULES FOR VACATING MOVE-OUTS AND FINAL INSPECTIONS:

- A 30 day notice in writing must be submitted to the office. (We have forms available in our office if one is needed) A telephone notice is not acceptable.
- Ceilings, walls and woodwork (this includes baseboards and molding): Loose dirt will be removed from walls, and other surfaces. Blinds cleaned.
- Spots, dirt, grease, fingerprints and other marks will be removed from walls, baseboards, window sills, doors and other woodwork. The element of fair wear and tear will be considered, but not abused.
- Nails and screws must be removed and the walls or doors restored to their original condition.
- All decals, wallpaper or contact paper will be removed.
- All drawers, furniture and cabinets will be emptied, wiped out and left open. Closets and shelves will be cleared of hangers or trash. Kitchen cabinets are to be free of food particles, cleaned and left open. Dishwashers are to be cleaned and dry.
- Refrigerators: The refrigerator will be defrosted and thoroughly washed out with a mild detergent and then wiped completely dry. Turn the dial to the "off" position and be sure to leave the door OPEN. Exterior surfaces and the area behind and underneath the refrigerator cleaned, and the refrigerator returned to its normal position.
- Stove: Wire brushes or sandpaper should never be used. Easy off is a good product to use on the interior of the oven. NOTE: do NOT attempt to use a cleaning product on a self-cleaning oven. Oven reflector pans must be replaced if they cannot be cleaned like new.
- Light fixtures must be cleaned and equipped with working bulbs of proper size. Ceiling fans must also be cleaned and lights equipped with proper bulbs.
- All tubs, basins, sinks, toilets and tile must be thoroughly scrubbed, cleaned and dried.
- Air Conditioner and heater units and vents must be cleaned and a new filter installed and the access panel left off for inspection. **FILTERS SHOULD BE CHANGED EVERY 30 DAYS.**
- Exhaust fan and vent-a-hood must be cleaned and free of all grease.
- All tile or wood floors must be cleaned and free of all marks, or tears.

- Garages and driveways must be cleaned and all grease and oil marks removed.
- Grounds must be neatly mowed and edged to include under porches, and in flowerbeds.
- Trash and other debris must be removed from the grounds.
- Windows and mirrors must be cleaned, inside out. Screens must be in good condition or they must be replaced.
- Fireplaces must have all ashes removed and fireplace cleaned.
- Carpets **MUST** be steam cleaned and shampooed. The receipt for payment of carpet cleaning **MUST** be presented to the manager at time of final inspection/vacating for verification.
- Tenants that had pets on the property **MUST** have the property professionally exterminated for fleas and ticks, and present the receipt upon vacating.

These are the conditions in which your apartment or house should be when inspected for vacating. If these requirements are not met, we simply hire someone to clean your property at your expense. Cleaning, repair, replacement charges will be deducted from your Security Deposit before any refunds are made. All charges above the amount of your deposit will be billed to you directly. If you wish to make corrective actions yourself, a \$75.00 fee will be charged for re-inspection. It is your responsibility and to your advantage to leave your premises CLEAN and presentable.