

Apt. 5001

Final Check-out

Listed below is a checklist of all items that need to be cleaned before checking out. For more information about what is required for each item, please refer to the Final Checkout - **Detailed Cleaning Instructions** attached here, available online or at the ParkView Office. All items must be cleaned even if there are vacancies in the apt. Divide up unassigned items between the tenants (write in name next to item).

Job #1 - Bathroom 1 (left) *

Name: _____ Bedroom # _____ *

Moving out? _____ Bed (L or R) _____ Desk (L or R) _____ +

Key returned? _____ Dresser (L or R) _____ Closet (L or R) _____

- ☐ Walls, Switches, Outlets, Vent Covers
- ☐ Floor (bathroom)
- ☐ Baseboard & Trim
- ☐ Toilet
- ☐ Vanity
- ☐ Vanity Light fixtures, Mirror
- ☐ Tub & Shower, Faucet
- ☐ Shelves (if any)
- ☐ Window(s) (bathroom)

Job #2 Bathroom 2 (right) *

Name: _____ Bedroom # _____ *

Moving out? _____ Bed (L or R) _____ Desk (L or R) _____ +

Key returned? _____ Dresser (L or R) _____ Closet (L or R) _____

- ☐ Walls, Switches, Outlets, Vent Covers
- ☐ Floor (bathroom)
- ☐ Baseboard & Trim
- ☐ Toilet
- ☐ Vanity
- ☐ Vanity Light fixtures, Mirror
- ☐ Tub & Shower, Faucet
- ☐ Shelves (if any)
- ☐ Window(s) (bathroom)

Job #3 Refrigerator Right / Kitchen Walls

Name: _____ Bedroom # _____ *

Moving out? _____ Bed (L or R) _____ Desk (L or R) _____ +

Key returned? _____ Dresser (L or R) _____ Closet (L or R) _____

- ☐ Right Fridge
- ☐ Walls, Switches, Outlets, Vent Covers (kitchen)
- ☐ Baseboard & Trim

Job #4 Refrigerator Left / Kitchen Floor / Hall Floor

Name: _____ Bedroom # _____ *

Moving out? _____ Bed (L or R) _____ Desk (L or R) _____ +

Key returned? _____ Dresser (L or R) _____ Closet (L or R) _____

- ☐ Left Fridge
- ☐ Floor (kitchen)
- ☐ Floor (hallway)
- ☐ Baseboard & Trim (hallway)

Job #5 Oven / Hall Walls

Name: _____ Bedroom # _____ *

Moving out? _____ Bed (L or R) _____ Desk (L or R) _____ +

Key returned? _____ Dresser (L or R) _____ Closet (L or R) _____

- ☐ Oven
- ☐ Range Hood
- ☐ Floor (under range)
- ☐ Walls, Switches, Outlets, Vent Covers (hall)

Job #6 Living Room

Name: _____ Bedroom # _____ *

Moving out? _____ Bed (L or R) _____ Desk (L or R) _____ +

Key returned? _____ Dresser (L or R) _____ Closet (L or R) _____

- ☐ Walls, Switches, Outlets, Vent Covers (living room)
- ☐ Floor - Sweep & Mop (living room)
- ☐ Baseboard & Trim (living room)
- ☐ Light Fixture
- ☐ TV and Cubby/Shelves
- ☐ Window (living room)

Job #7 Kitchen Counters / Pantry

Name: _____ Bedroom # _____ *

Moving out? _____ Bed (L or R) _____ Desk (L or R) _____ +

Key returned? _____ Dresser (L or R) _____ Closet (L or R) _____

- ☐ Counters, Table, Chairs/Stools
- ☐ Garbage & Surrounding Area (kitchen)
- ☐ Pantry(s) / Food Storage Closet(s)

Job #8 Laundry / Couches / Porch

Name: _____ Bedroom # _____ *

Moving out? _____ Bed (L or R) _____ Desk (L or R) _____ +

Key returned? _____ Dresser (L or R) _____ Closet (L or R) _____

- ☐ Laundry Closet
- ☐ Washer
- ☐ Dryer
- ☐ Couches (living room)
- ☐ Front Porch/Stairs/Stairwell, Front Door

Job #9 Kitchen Cabinets

Name: _____ Bedroom # _____ *

Moving out? _____ Bed (L or R) _____ Desk (L or R) _____ +

Key returned? _____ Dresser (L or R) _____ Closet (L or R) _____

- ☐ Cupboards, Cabinets and Drawers (Kitchen)
- ☐ Microwave
- ☐ Dishwasher

Bedroom (& bed L R, or M)

1L 1R 2L 2R 3L 3R 4L 4M 4R Bedroom # *

- [illegible]