

# Black River Housing

## Move-Out Guide

The following list is provided to assist you in your clean-up efforts.

- \_\_\_\_\_ A working light bulb must be in every socket, including refrigerator and range
- \_\_\_\_\_ Clean all light fixtures
- \_\_\_\_\_ Clean the refrigerator/freezer
- \_\_\_\_\_ Clean the kitchen sink, faucet and garbage disposal
- \_\_\_\_\_ Clean range, burners, oven and hood
- \_\_\_\_\_ Wipe out drawers, shelves and cupboards. Wipe down exterior cupboard doors and countertops
- \_\_\_\_\_ Clean bathroom toilet, faucets, bathtub, mirror and cupboards
- \_\_\_\_\_ Clean closets, wiping down shelving and vacuum thoroughly.
- \_\_\_\_\_ Dust all woodwork
- \_\_\_\_\_ Clean all windows and wipe out tracks
- \_\_\_\_\_ Scrub all floors, removing scuff marks
- \_\_\_\_\_ All painted walls should be wiped free of prints, smudges and visible dirt. DO NOT REMOVE NAILS – DO NOT attempt to patch or paint over any holes in the wall.
- \_\_\_\_\_ Clean basement and garage if applicable. Sweep clean. Remove all belongings or you will be charged for garbage pick up
- \_\_\_\_\_ Provide a forwarding address and forward mail with the United States Postal Service

**If you have any questions, please contact your property manager.**