

CLEANING CHECKLIST



So... What does 'Clean' really mean?

Many people confuse 'clean' with 'new'. An item can be stained, aged or worn – but clean.

Clean means that an item cannot be made cleaner by using a cleaning product or process.

The property needs to be presented for Final Inspection in a comparable condition to when you moved in. The Final Inspection will be based on the ingoing 'Condition Report' given to you at commencement of the Tenancy.

This checklist will assist in the prompt refund of your Bond.

GENERAL INTERIOR:

- All ceilings/cornices to be free from dust, marks and cobwebs.
- Light shades to be washed and other general light fittings are to be free from dust, cobwebs, insects and insect spots. Globes to remain as per the original Condition Report.
- Vacuum/dust all air conditioner vents/filters and clean ceiling fans including blades.
- Wash all exhaust fans and covers throughout the property.
- Hand/finger marks, dust and other dirty marks are to be removed from walls, skirting boards, doors, door handles, light switches/power points and surrounds. Do not patch or paint walls without Landlord consent as mismatched paint and poor workmanship will be rectified at the Tenants expense.
- Clean windows, glass sliding doors (inside and out), sills, tracks and flyscreens.
- Curtains, blinds, pelmets, tops of drapes/blinds must be cleaned where required and free from damage of any kind. All draw cords and chains must be untangled and in working order.
- Clean wardrobes and cupboards both inside and out including shelves, drawers, tracks and mirrors. Make certain to remove any scuff marks.
- All hard floors are to be cleaned with appropriate cleaning products. Take care with floating timber floors and pay special attention to dirty/discooured grout on tiled floors.
- Carpets are to be vacuumed and left in the same condition as per the original Condition Report. If the carpets are stained/marked then they must be professionally cleaned and a receipt provided to the Agent.
- If applicable the Telephone, current telephone book and any NBN hardware are to remain at the premises.
- IMPORTANT: Ensure that the correct drain plugs are left at the property.

KITCHEN:

- All kitchen bench tops, splashbacks, cupboards and drawers are to be cleaned inside and out.
- Clean alcoves/reveals surrounding refrigerator, dishwashers, stoves, microwaves etc.
- Clean sink, drainers, tapware and ensure all drains and surrounds are free from debris and mould.

KITCHEN continued:

- Thoroughly clean range hood including removable filters and exhaust fans using approved products. If unsure about removing filters please consult the appliance manuals provided.
- Special attention to be paid to the cleaning of stove tops/hot plates internally/externally including control panel/knobs using ONLY approved products.
- Oven to be cleaned internally/externally including shelves, grill, drip trays, racks, doors, glass, elements, sides, ledges and control panel/knobs using ONLY approved products.
- PLEASE NOTE: Tenants will be held responsible for repair/replacement if they have scratched off control decals using abrasive cleaning methods.

BATHROOM/S:

- Bathrooms are to be thoroughly cleaned including all tiled areas, walls, ceiling and floors. Please pay particular attention to mould on walls, ceilings, grout and silicon.
- Clean inside and outside of all vanity cupboards, cabinets, drawers, shelves, towel rails, tapware and mirrors.
- Bath and basins are to be cleaned and free of soapy residue.
- Thoroughly clean shower alcove, tiles, shelves and glass screens with approved cleaning products. Areas to be free of mould and soapy residue Wash and reinstate the shower curtain where applicable.
- Toilet bowl including inside/lip/outside, pedestal, cistern and seat are to be thoroughly cleaned and disinfected.
- Ensure all drains and surrounds are free from hair, mould and other debris.

LAUNDRY:

- Clean behind, inside and around washing machine/ dryer space. If washing machine/dryer have been provided then clean the appliances and filters where applicable.
- Clean inside, outside, edges and around laundry tub, cabinets, cupboards, shelves, drawers and tapware.
- Ensure all drains and surrounds are free from hair, mould and other debris.

AIR CONDITIONERS:

- Vacuum/dust all air conditioner vents/filters and clean ceiling fans including blades. If unsure about removing filters please consult the appliance manuals provided.

GENERAL EXTERIOR:

- Wash all windows leaving them free of streaks and residue.
- Dust/wash window sills, flyscreens, awnings and roller shutters where applicable.
- Light shades to be washed and other general light fittings are to be free from dust, cobwebs, insects and insect spots. Globes to remain as per the original Condition Report.
- Cobwebs, dust and debris are to be removed from gutters, eaves, walls, rain water tanks.
- Paths, driveways and patios to be swept. Oil/grease stains from vehicles and barbecues must be removed.
- RUBBISH BINS: Must be free of rubbish and cleaned inside and out with hot soapy water prior to final inspection. All bins are to remain to the rear of the property.
- Clean letterbox and remove junk mail.

GARAGE, CARPORT, VERANDAH, DRIVEWAY:

- Cobwebs, dust and debris are to be removed from gutters, eaves, walls, shelves and structures.
- Paths, driveways, garage floors and patios to be swept.
- Oil and any other stains from vehicles and barbecues must be removed from pavers, paths and driveways.
- All rubbish and unwanted goods are to be removed from the property prior to inspection.

GARDENS, LAWNS AND GENERAL GROUNDS:

- Lawns to be mowed and edged, including medium strip and verges and all clippings to be removed from the property.
- All weeds to be removed. PLEASE NOTE: General spraying will not be accepted in lieu removal.
- General pruning of bushes/trees as required.
- Repair any taps/irrigation that may have been damaged during the Tenancy.

POOLS AND SPAS

- Return pool to condition as per Condition Report at start of the Tenancy and supply Pool Test Report to Property Manager – Report to be completed on the end of Tenancy date.

PETS - Applicable when pets have been kept on the property:

- All animal faeces to be removed.
- Carpets professionally cleaned and deodorised as agreed in the Tenancy/Pet Agreement. A receipt for the works is to be provided to the Agent, if required.
- Property professionally fumigated as agreed in the Tenancy/Pet Agreement. A receipt for the works is to be provided to the Agent, if required.
- Repair any fixtures, taps or irrigation that may have been damaged during the Tenancy.

IF FURNISHED:

- Ensure all items are clean and are located in the original room as per Inventory List.

PLEASE ENSURE:

1. That ALL KEYS are returned to our office by 5.00pm on the vacate date. If all keys are not returned, the Tenant will be responsible for the cost of new keys or the changing of locks.
2. You contact all relevant utilities (Electricity, Gas, Telephone, NBN etc.) to have final readings conducted following the Final Inspection.
3. You have organised for your mail to be redirected. Lewis Prior Home Rentals and the ingoing Tenant will not be responsible for redirecting any mail received at the property.
4. That you return all appliance manuals to our office by 5.00pm on the vacate date. Failure to do so will result in the Landlord seeking a fee of \$30.00 to cover costs of reprinting the documents.

SUGGESTED CONTRACTORS

Cleaner;

- Anthony Sinfield Cleaning Services 0431 739 115
- Doctor Clean Cleaning Service 0420 306 618

Carpet Cleaner;

- P & K Southern Carpet Cleaners 0418 807 746

Gardener;

- Green Heart Gardening & Home Service 0404 063 750

Pest Control;

- Allstate Pest Control 08 8371 1277

General Maintenance/Repairs

- Brad Abbott Property Maintenance Services 0407 955 439