

# Property Management Services Columbus Ohio

## *Move out checklist and charges*

This checklist and the attached charge list will be used to make sure the home is clean and in the proper condition as we conduct an inspection and authorize the release of your security deposit.

We expect the premises to be in the identical condition as your move in. The Property Manager will have the final responsibility for determining “normal wear and tear” and what is the result of damage, abuse or neglect.

ALL repairs or maintenance items that are necessary to return the premises to the identical condition as when you moved in is the **responsibility of the Tenant**. The cost of these repairs and maintenance items will be deducted from the Security Deposit or charged to you afterwards (see the attached charge list). We will seek collection for any remaining balance.

When you signed the lease, you agreed to provide on the day the property is vacated:

- All rent and other account fees **MUST be paid in full** or a satisfactory written settlement agreement made with us for any balance due. Unpaid balances are deducted from the Security Deposit first.
- The **entire** property must be clean and all trash removed.
- Tile, vinyl and hardwood floors must be clean and waxed.
- The entire apartment as well as carpets **MUST** be professionally cleaned. **(Receipt is required from our pre approved company)**.
- All nails or other holes in the walls must be filled or repaired properly.
- All mini blinds should be firmly fastened. All blinds in good repair and properly hung and cleaned. ALL broken window coverings will be replaced at your expense.
- Refrigerator, stove, oven and microwave **MUST** be clean, defrosted and **plugged in**, running at normal settings.
- All personal property, including furniture, motor vehicles and all other items not on the property when you moved in, must be removed from the home and surrounding property. Anything left behind shall be regarded as abandoned and may be destroyed, hauled away or otherwise disposed of at **YOUR** expense.
- Get a final reading on your utilities as of the last day on the lease. You will not be reimbursed for any amount you have paid past your move out date. **DO NOT DISCONNECT UTILITIES, YOU WILL BE CHARGED FOR THE RECONNECT FEE!**
- Make your final trash pick-up arrangements. **YOU WILL BE CHARGED FOR THE COST FOR THE REMOVAL OF ALL TRASH LEFT AFTER YOUR MOVE OUT DATE!**
- Clean ALL windows, window tracks and any door windows.
- All doors and windows must be properly locked or fastened.
- ALL keys and garage door remotes MUST BE returned. Please leave both keys provided to you on the kitchen counter the day of departure. YOU WILL BE CHARGED FOR ANY MISSING KEYS & REMOTES PLUS THE COST TO REPROGRAM THE OPENER!**
- The attached Move-Out charge list is used to identify additional charges for repairs and cleaning items.**

## Move-Out Charges

This is a list of the most common charges encountered when tenants move out and leave the premises in need of repair. Please note that these charges are estimates, actual charges may vary. Normal wear & tear, and the remaining life of the item in need of repair, have been considered.

**Remember, carpets MUST BE professionally cleaned by a company we pre approve when you move out and you must provide us a receipt or you will be charged for this service.**

<p style="text-align: center;"><b>Cleaning</b></p> <p>Clean refrigerator \$75</p> <p>Clean stove top &amp; under burner trays \$75</p> <p>Clean oven &amp; drawer \$75</p> <p>Clean stove hood \$20</p> <p>Clean kitchen cabinets \$150</p> <p>Clean Kitchen floor (under stove/fridge) \$75</p> <p>Clean tub/shower and surrounding area \$75</p> <p>Clean Countertops \$30</p> <p>Clean toilet and sink \$25</p> <p>Clean bathroom cabinets and floor \$50</p> <p>Vacuum throughout dwelling \$50</p> <p>Clean greasy parking space \$30</p> <p>Carpet steam clean – Garden Apartment \$250</p> <p>Carpet steam clean – Townhome \$400</p> <p>Clean fireplace \$50</p> <p>Replace burner drip pans \$50</p> <p>Clean Dishwasher \$75</p> <p>Clean Microwave \$30</p> <p>Average whole cleaning – Garden Apartment \$400</p> <p>Average whole cleaning - Townhome \$800</p> <p>Odor Removal Varies</p> <p>Wash windows – including tracks/inside \$40</p> <p>Pest or rodent extermination \$150</p> <p style="text-align: center;"><b>Flooring</b></p> <p>Remove carpet stain (per stain) \$100</p> <p>Deodorize carpet \$150</p> <p>Repair carpet (per spot) \$150</p> <p>Repair LVT flooring (per spot) \$100</p> <p>Refinish hardwood flooring (per room) \$300</p> <p>Repair linoleum (per spot) \$100</p> <p>Replace kitchen linoleum \$500</p> <p>Replace bathroom linoleum \$300</p> <p>Repair floor tile (per spot) \$100</p> <p>Replace bathroom floor tile \$250</p> <p>Replace kitchen floor tile \$350</p> <p style="text-align: center;"><b>Walls</b></p> <p>Remove mildew and treat surface \$30</p> <p>Cover crayon marks (per spot) \$30</p> <p>Repair hole in wall \$100</p> <p>Remove wall paper \$300</p> <p>Repaint (per wall /ceiling) \$75</p> <p>Repair nail holes (each hole!) \$20</p> <p style="text-align: center;"><b>Doors</b></p> <p>Repair hole in hollow core door \$150</p> <p>Repair forced door damage \$150</p> <p>Replace door (inside) \$200</p> <p>Replace door (exterior) \$350</p> <p>Replace sliding glass door (single) \$250</p> <p>Replace sliding glass door (double) \$500</p> <p>Rescreen sliding door screen \$100</p> <p>Replace sliding screen door \$175</p>	<p style="text-align: center;"><b>Plumbing</b></p> <p>Replace kitchen faucet \$95</p> <p>Replace bathroom faucet \$85</p> <p>Replace faucet handle \$25</p> <p>Replace faucet aerator \$10</p> <p>Replace shower head \$30</p> <p>Replace toilet tank lid \$30</p> <p>Replace toilet \$200</p> <p>Replace toilet seat \$25</p> <p>Replace garbage disposal \$150</p> <p style="text-align: center;"><b>Windows and window coverings</b></p> <p>Replace single window pane \$125</p> <p>Replace double window pane \$270</p> <p>Rescreen window screen \$35</p> <p>Replace window screen \$65</p> <p>Replace window blinds \$75</p> <p>Replace sliding door blinds \$100</p> <p style="text-align: center;"><b>Electrical</b></p> <p>Replace light bulb \$7</p> <p>Replace light fixture globe \$30</p> <p>Replace light fixture \$75</p> <p>Replace electrical outlet/switch \$25</p> <p>Replace electrical cover plate \$10</p> <p style="text-align: center;"><b>Locks</b></p> <p>Replace door key \$10</p> <p>Replace cylindrical door lock \$50</p> <p>Replace deadbolt lock \$100</p> <p style="text-align: center;"><b>Miscellaneous</b></p> <p>Replace refrigerator shelf \$75</p> <p>Replace stove / oven knob \$30</p> <p>Repair ceramic tile \$50</p> <p>Replace ceramic tile countertop \$450</p> <p>Repair laminate countertop \$200</p> <p>Replace laminate countertop \$400</p> <p>Replace mirror \$150</p> <p>Replace medicine cabinet \$150</p> <p>Replace towel bar \$30</p> <p>Replace shower curtain rod \$30</p> <p>Replace shower / tub enclosure \$500</p> <p>Replace thermostat \$10</p> <p>Repair porcelain \$75</p> <p>Remove junk and debris (per large bag) \$25</p> <p>Dry wall repair – 6” x 6” \$100</p> <p>Dry wall repair – 12” x 12” \$200</p> <p>Repair / Replace smoke detector \$75</p> <p>Repair / Replace carbon monoxide detector \$75</p> <p>Repair kitchen cabinet \$150</p> <p>Repair kitchen drawer \$150</p> <p>Removal of rented washed and / or dryer \$100</p> <p>Replace door stop \$5</p>
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