

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 Move Out charge list below). We will seek collection for any remaining balance due.

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

- All rent, utilities, 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 deep cleaned.

(Receipt is required from our pre approved cleaning company – Magic Hands Cleaning. You can reach them directly at 614-749-5557 or info@magichandscleaning.biz).

This includes having Magic Hands Cleaning deep clean the kitchen appliances, kitchen cabinets, kitchen floors, kitchen countertops, bathroom(s) tub(s) and / or shower stall, bathroom toilet(s), bathroom mirror(s), bathroom floor, bathroom vanity, bathroom sink, window blinds, and window ledges.

- 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, your apartment MUST BE professionally deep 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.**

Cleaning

Clean refrigerator	\$75
Clean stove top & under burner trays	\$75
Clean oven & drawer	\$75
Clean stove hood	\$20
Clean kitchen cabinets	\$150
Clean Kitchen floor (under stove/fridge)	\$75
Clean tub/shower and surrounding area	\$75
Clean Countertops	\$30
Clean toilet and sink	\$25
Clean bathroom cabinets and floor	\$50
Clean greasy parking space	\$30
Carpet steam clean – Garden Apartment	\$250
Carpet steam clean – Townhome	\$400
Clean fireplace	\$75
Replace burner drip pans	\$75
Clean Dishwasher	\$75
Clean Microwave	\$40
Average whole cleaning – Garden Apartment	\$400
Average whole cleaning - Townhome	\$800
Odor Removal	Varies
Wash windows – including tracks/inside	\$40
Pest or rodent extermination	\$225

Flooring

Remove carpet stain (per stain)	\$100
Deodorize carpet	\$175
Repair carpet (per spot)	\$150
Repair LVT flooring (per spot)	\$125
Refinish hardwood flooring (per room)	\$300
Repair linoleum (per spot)	\$125
Replace kitchen linoleum	\$500
Replace bathroom linoleum	\$300
Repair floor tile (per spot)	\$125
Replace bathroom floor tile	\$250
Replace kitchen floor tile	\$350

Walls

Remove mildew and treat surface	\$50
Cover crayon marks (per spot)	\$50
Repair hole in wall	\$100
Remove wall paper	\$400
Repaint (per wall /ceiling)	\$95
Repair nail holes (each hole!)	\$20
Replace baseboard	\$125

Doors

Repair hole in hollow core door	\$175
Repair forced door damage	\$175
Replace door (inside)	\$250
Replace door (exterior)	\$650
Replace sliding glass door (single)	\$350
Replace sliding glass door (double)	\$700
Rescreen sliding door screen	\$125
Replace sliding screen door	\$225
Replace garage door remote	\$75
Replace interior door knob	\$50

Plumbing

Replace kitchen faucet	\$125
Replace bathroom faucet	\$125
Replace faucet handle	\$50
Replace faucet aerator	\$25
Replace shower head	\$50
Replace toilet tank lid	\$50
Replace toilet	\$250
Replace toilet seat	\$50
Replace garbage disposal	\$195

Windows and window coverings

Replace single window pane	\$150
Replace double window pane	\$300
Rescreen window screen	\$50
Replace window screen	\$75
Replace window blinds	\$75
Replace sliding door blinds	\$125

Electrical

Replace light bulb	\$10
Replace light fixture globe	\$40
Replace light fixture	\$125
Replace electrical outlet/switch	\$50
Replace electrical cover plate	\$15

Locks

Replace door key	\$25
Replace cylindrical door lock	\$75
Replace deadbolt lock	\$125

Miscellaneous

Replace refrigerator shelf	\$75
Replace stove / oven knob	\$30
Repair ceramic tile	\$75
Replace ceramic tile countertop	\$525
Repair laminate countertop	\$375
Replace laminate countertop	\$525
Replace mirror	\$200
Replace medicine cabinet	\$150
Replace towel bar	\$50
Replace shower curtain rod	\$50
Replace shower / tub enclosure	\$1,250
Replace thermostat	\$75
Repair porcelain	\$75
Remove junk and debris (per large bag)	\$50
Dry wall repair – 6” x 6”	\$100
Dry wall repair – 12”x 12”	\$200
Replace door trim woodwork	\$200
Repair / Replace smoke detector	\$95
Repair / Replace carbon monoxide detector	\$95
Repair kitchen cabinet	\$25
Repair kitchen drawer	\$175
Removal of rented washed and / or dryer	\$100
Replace door stop	\$10
Kitchen refrigerator crisper tray	\$50
Kitchen refrigerator crisper drawer	\$50

