

CLEANING CHECKLIST FOR BOND REFUND

PLEASE TAKE SPECIAL CARE TO ENSURE THAT ALL IS ATTENDED TO!

Please take a few minutes to work your way through the list below to ensure the property is left in a rentable condition and your bond is refunded in full:

If a mark or stain can be removed using a cloth or a machine then it can be, and must be, cleaned. This includes blinds and curtains found at the premises.

- Garage and Driveway – Oil spills to be cleaned, garage doors washed down.
- Exterior – Free of cobwebs, hosing down is quick and easy.
- Lawns and Gardens – Lawns must be mowed, edges trimmed and garden beds weeded. Note: Lawn clippings and pulled weeds are not to be left in garden beds.
- Rubbish – All rubbish to be removed and bins to be washed out and disinfected.
- Front Entrance – Screen door to be washed clean. Main door to be cleaned. Front entrance to be cleaned and free of cobwebs.
- Windows and Screens – Cleaned streak-free inside and out; Screens to be washed clean; Window tracks – vacuumed and free from insects and dust.
- Light Fittings – Fittings to be cleaned inside and out, ALL globes working.
- Ceiling Fans / Air Con Units – Fans to be wiped clean, outside of air con unit to be wiped clean and internal filter cleaned.
- Oven and Stove – Totally grease-free. Particular attention required with ovens – all internal surfaces to be free of baked-on matter. Ensure Baking Tray and Handle, Grill Rack and Supply Racks are left in oven.
- Exhaust Fan Assembly Above Oven – Filters cleaned free of grease. Glass and enamel cleaned. Both bulbs working.
- Kitchen – Cupboards and drawers wiped clean inside and out. Very tops of cupboards must be cleaned.
- Dishwasher – All filters to be cleaned and all grease and any build up near door jams to be cleaned. Outside of dishwasher to be cleaned
- Bathrooms – Toilets cleaned with bleach. Shower enclosures totally free of grease and mould, shower screens clean and streak free. Extractor fans cleaned.
- Drains – All mould and grime to be cleaned from plug holes using domestos
- Blinds – Verticals must be cleaned and undamaged. If blinds are unclean, they must be washed and rehung
- Tiles – All tiles should be cleaned and polished, grouting clean. If floors have been maintained during the tenancy, this poses no problem. Otherwise, wiping over with a 50% domestos solution may rejuvenate grout, but please protect any adjacent carpets.
- Bedrooms / Linen Press – All shelving generally must be wiped clean, including racks. All mirrors to be clean and streak free.
- Carpets – To be professionally cleaned and receipt provided to the office before final inspection.
- Pest Control / Pets – To be professionally treated and receipt provided to the office before final inspection
- General – All walls and doors to be free of marks; paintwork must be undamaged. We recommend the use of Sugar Soap to clean walls available at all supermarkets. Any repairs are to be done by our painter. For a nominal charge, they will prepare surfaces and colour match the paint accurately.

CONCLUSION:

Rent must be paid to the date of vacating the property – bond money cannot be used as rent. Cleaning of the property must be completed before returning the keys. **YOUR RENT CONTINUES UNTIL ALL KEYS AND REMOTES ARE RETURNED AND THE PROPERTY IS ENTIRELY VACANT.**

Electricity is not to be disconnected until the exit condition report has been completed by the agency.

Upon receiving the keys, and after inspection, the bond form will be signed and processed for refund. Any cleaning left undone will be contracted out. If you don't wish to clean the property yourself, contact the office and we will arrange for our preferred cleaner.

We thank you for your tenancy and wish you well in your next home.

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