

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 you 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 614-252-4263 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 **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 MOVED 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 AND 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 with a receipt or you will be charged for this service.*

CLEANING			
Clean refrigerator	\$75	Carpet steam clean - Garden Apartment	\$250
Clean stove top & under burner trays	\$75	Carpet steam clean - Townhome	\$400
Clean oven & drawer	\$75	Clean fireplace	\$75
Clean stove hood	\$20	Replace burner drip pans	\$75
Clean kitchen cabinets	\$150	Clean dishwasher	\$75
Clean kitchen floor (under stove/fridge)	\$75	Clean microwave	\$40
Clean tub/shower and surrounding area	\$75	Average whole cleaning - Garden Apartment	\$400
Clean countertops	\$30	Average whole cleaning - Townhome	\$800
Clean toilet and sink	\$25	Odor removal	Varies
Clean bathroom cabinets and floor	\$50	Wash windows - including tracks/inside	\$40
Clean greasy parking space	\$30	Pest or rodent extermination	Varies
Furnace & Airduct cleaning	Varies		
FLOORING			
Remove carpet stain (per stain)	\$100	Replace kitchen linoleum	\$500
Deodorize carpet	\$175	Replace bathroom linoleum	\$300

Repair carpet (per spot)	\$150	Repair floor tile (per spot)	\$125
Repair LVT flooring (per spot)	\$125	Replace bathroom floor tile	\$250
Refinish hardwood flooring (per room)	\$300	Replace kitchen floor tile	\$350
Repair linoleum (per spot)	\$125		
WALLS			
Remove mildew and treat surface	\$50	Repaint (per wall/ceiling)	\$95
Cover crayon marks (per spot)	\$50	Repair nail holes (each hole)	\$20
Repair hole in wall	\$100	Replace baseboard	\$125
Remove wall paper	\$400		
DOORS			
Repair hole in hollow core door	\$175	Replace sliding glass door (double)	\$700
Repair forced door damage	\$175	Rescreen sliding door screen	\$125
Replace door (inside)	\$250	Replace sliding screen door	\$225
Replace door (exterior)	\$650	Replace garage door remote	\$75
Replace sliding glass door (single)	\$350	Replace interior door knob	\$50
PLUMBING			
Replace kitchen faucet	\$125	Replace toilet tank lid	\$50
Replace bathroom faucet	\$125	Replace toilet	\$250
Replace faucet handle	\$50	Replace toilet seat	\$50
Replace faucet aerator	\$25	Replace garbage disposal	\$1955
Replace shower head	\$50		
WINDOW AND WINDOW COVERINGS			
Replace single window pane	\$150	Replace window screen	\$75
Replace double window pane	\$300	Replace window blinds	\$75
Rescreen window screen	\$50	Replace sliding door blinds	\$125
ELECTRICAL			
Replace light bulb	\$10	Replace electrical cover plate	\$15
Replace light fixture globe	\$40		
Replace light fixture	\$125		

Replace electrical outlet/switch	\$50		
LOCKS			
Replace door key	\$25		
Replace cylindrical door lock	\$75		
Replace deadbolt lack	\$125		
MISCELLANEOUS			
Replace refrigerator shelf	\$75	Repair/Replace smoke detector	\$95
Replace stove / oven knob	\$30	Repair/ Replace carbon monoxide detector	\$95
Repair ceramic tile	\$75	Repair kitchen cabinet	\$175
Repair ceramic tile countertop	\$525	Repair kitchen drawer	\$175
Repair laminate countertop	\$375	Removal of rented washed and / or dryer	\$100
Replace laminate countertop	\$525	Replace door stop	\$10
Replace mirror	\$200	Kitchen refrigerator crisper tray	\$50
Replace medicine cabinet	\$150	Kitchen refrigerator crisper drawer	\$50
Replace towel bar	\$50	Access Key fob	\$150
Replace shower/tub enclosure	\$1,250	Garage door remote opener	\$95
Replace thermostat	\$75		
Repair porcelain	\$75		
Remove junk and debris (per large bag)	\$50		
Drywall repair - 6" x 6"	\$100		
Drywall repair - 12" x 12"	\$200		
Replace door trim woodwork	\$200		