

MOVE OUT INSTRUCTIONS

A MOVE OUT NOTICE MUST BE IN WRITING via CERTIFIED MAIL OR EMAIL

CLEANING SPECIFICATIONS

1. Remove all trash and personal items from home and yard (Unwanted property may not be left outside or anywhere on property).
2. Professional Cleaning/Maid Service must be completed with receipt submitted upon key return
3. Professional Carpet Cleaning Service must be completed with receipt submitted upon key return
4. Clean all windows, Secure all window screens, and remove cobwebs inside and out
5. Clean and sweep garage thoroughly
6. Replace all burnt out light bulbs
7. Clean and disinfect bathrooms entirely
8. All damage to the premise must be repaired to it's original condition
9. If you are responsible for lawn care; Mow, Trim, and remove debris from the yard
10. Make arrangements to have all trash receptacles emptied and placed back within property prior to vacating property.

An inspection will be completed only after all personal property has been removed and all cleaning specifications have been met. Keys and remotes must be returned to the OnePorch office on the last day of your lease term. Daily rental charges will be applied for each late day. **YOU WILL NOT BE ABLE TO RE-ENTER THE PROPERTY.**

The last month's rent must be paid in its entirety according to the lease documents. Security Deposits **CANNOT** be applied to the last month's rent.

A final and/or estimated and itemized move out statement will be sent to you within 30 (thirty) days after your lease expiration. Please allow full 30 (thirty) days for OnePorch to complete this process.

If multiple tenants are listed on the lease agreement, one check for return of deposit, will be issued. It is the tenant's responsibility to reimburse accordingly.

If keys and remotes are not returned upon lease expiration, rekey charges will be applied for these items.

Please provide forwarding address so you we may return your deposit in a timely manner.

THANK YOU for working with OnePorch!