At the beginning of the lease, it is “tenants” responsibility to report to management any repairs and/or cleaning needed within 5 days of the move in date. This list will be kept in your file for reference and for move out inspection. At the end of your lease, it is “tenants” responsibility to contact us 5 days before expiration date and schedule a walkthrough inspection with management as to eliminate any cleaning and/or repair charges in addition to carpet cleaning from your security deposit.

DO NOT SHAMPOO the carpet, this is done professionally and will be deducted from your security deposit. Security deposits will be returned within 21 days of your move out date. It is tenant’s responsibility to provide management with a forwarding address.

- wash walls to remove streaks, marks, food
- wall/ceiling vents are vacuumed/washed
- blinds wiped/washed/cleaned
- light covers cleaned (if applicable)
- linoleum/ceramic tile floors washed
- floor baseboards clean/washed
- outside doors clean and not damaged
- kitchen/bathroom cupboards clean/washed out
- dishwasher empty and clean (including inside door)
- counter tops clean and drawers washed out
- bathroom mirror/tile/grout/shelves are clean
- toilet cleaned inside and out (sanitized)
- garage door opener returned
- sidewalk and boulevard free of debris
- CO detector (present with batteries)
- storage areas emptied and cleaned
- range cleaned outside/out/under/behind
- remove cobwebs from ceilings/walls
- carpeted floors clean (ready for shampoo)
- light bulbs replaced in all rooms/garage
- closets cleaned/washed/vacuumed
- electrical outlet covers intact and clean
- window sills clean/free of debris
- inside doors clean and not damaged
- refrigerator clean (in/out/under/behind)
- microwave cleaned (in/out/under/behind)
- sinks and faucets are clean
- tub and shower/shower walls (sanitized)
- garage cleaned, swept and free of debris
- lawn mowed and free of debris
- smoke alarm (present with batteries)
- fire extinguisher present/charged/updated
- all keys returned including garage/storage
- burners, broiler pans, dials

Tenants will be charged $15.00 for each key not returned to the management office by end of lease date. Tenants will be charged $100 for each missing fire extinguisher and $50 for each missing alarm.

Tenants personal property left behind at the premises will be stored for 60 days and then disposed of at tenant’s expense of $75.00 per month storage fee.

<table>
<thead>
<tr>
<th>Tenant Signature</th>
<th>Print Name</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management Signature</td>
<td>Date</td>
<td></td>
</tr>
</tbody>
</table>

Tenants are not allowed to stay any days over the expiration of their lease.