



Properties Group

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Suggested Apartment Cleaning Checklist

General (every room/hallways):

- Take all nails and screws out of the walls and ceiling and putty them smoothly.
- Dust the ceiling fixtures.
- Dust all ledges.
- Clean the windows.
- Clean the door knobs and doors.
- Clean all light switches and outlets.
- Clean the walls and baseboards.
- Light fixtures and ceiling fans should have working light bulbs and be free of dirt/bugs
- Smoke alarm batteries inside unit should be fresh
- Blinds are to be clean and working

Bathroom:

- Get soap scum off the bathroom tiles and tub/shower
- Clean out the bathroom drawers and vanity, making sure you get all the hair out (and remove any liners).
- Clean the toilet, sink, countertop and finally the floor (sweep and mop). If the toilet seat is unsavory looking, replace it.
- Clean the mirror.
- Vacuum out the surface of the exhaust fan if super dusty.

Kitchen:

- Clean out all cabinets and liners.
- Wash the front of the cabinets.
- Clean and disinfect all countertops.
- Clean and shine up the sink and faucet.
- Scrub the refrigerator inside and out. Remove all shelves and clean separately if necessary.
- Use oven cleaner, let it sit for an hour+. Then, scrub the oven inside and out. Remove shelving, drip pans and burners.
- Clean out the dishwasher.
- Clean exhaust fan if needed.

Shared Storage Areas:

- All items removed.
- Clean any mess caused by storing items.

Utilities

- Call Duke and take utilities out of your name effective the date keys are turned in.
- Return cable equipment
- Change air filter

Taking care of these items does not guarantee full security deposit return