



VACATING INSPECTION GUIDE

Rent will continue to be payable until **ALL** of the following items have been completed.

With this guide you will have received a Form 14a - Exit Condition Report, please ensure this is completed and returned to us upon vacating. The Exit Condition Report is similar to the Entry Condition Report that you completed when you moved in. It will show the condition of the property when you vacate the premises. Once you have completed this form we will inspect the property within 3 business days and complete our section of the form.

You will also be required to arrange a time with the Property Managers to return the keys that you were provided at the start of the tenancy and any copies of the keys you have had cut. When you move out, you must also provide us your forwarding address.

Should the property being rented include the noted items, attention to thorough cleaning will assist you in obtaining a full bond refund.

STOVE - Elements, oven, racks, griller, drip trays, exhaust fans, range hoods & filters

KITCHEN - Bench top, cupboards-inside & out, sinks, tile splash back, drawers, dishwasher (inc filters).

WINDOWS - Tracks, flyscreens and window sills. Curtains must be washed & if necessary blinds etc.

DOORS/WALLS - Marks/mould/dirt or cobwebs to be removed.

CUPBOARDS - Internally/Externally & all items removed

LIGHT FITTINGS/CEILING FANS - Inside/Outside fittings and points to free of dust/dirt/marks.

FLOOR COVERINGS - Carpets to be vacuumed prior to a professional clean. If pet approved, carpets to be deodorised and professional flea treatment done. A copy of the receipt is to be provided to RE/MAX Integrity. Other floor coverings are to be cleaned and mopped.

GARDENS/ COURTYARDS - Lawns mowed, gardens weeded, edges trimmed

RUBBISH - Please ensure that wheelie bins are not left full.

BATHROOM/ ENSUITES - Including shower, toilet, bath, tiles and shower curtain if applicable, please pay particular attention to grout, remove all soap scum and mildew.

DRIVEWAYS/CARPORTS/GARAGES OR CONCRETED AREAS

Please ensure these areas are free of grease and stains and have been swept.

BALCONY/PATIO/DECKS are to be swept and cleaned

PETS – If pets on property ensure flea treatment done

Please ensure any broken or damaged items are replaced or repaired.

A repair must be done to our satisfaction by a professional contractor.

Carpet cleaning & pest fumigation must be done by a recognised commercial contractor to our satisfaction. Please note: if your contractor has not done the work satisfactorily, it will have to be re-done at your expense.

**ARE YOU STUCK FINDING CLEANERS, CARPET CLEANER OR PEST CONTROLLERS??
TRY OURS...**

Gretam's Property Services
Greg - 0404 046 472
Tam - 0405 101 305
Office - 3358 3070

Atomic Carpet Clean/Pest Control
Stephen Lee - 0419 778 726