

Bond Cleaning Checklist

(handover at vacate)

Please use this checklist as a guide and can be used as an exit condition report. These items must be completed and all of these items are compulsory. It is a condition for the refund of your bond that you leave the property in the same condition as your Entry Condition Report – use this as a guide. Please be advised that should you be contacted to clean, remove or repair something at the property once you have vacated, then you may be liable to pay for any extra rent.

PLEASE NOTE: It is your responsibility should you hire a cleaner, to ensure the property is cleaned properly. If more cleaning is required, it is your responsibility to arrange and chase up with your contracted cleaner.

Lounge & Dining Room

- ☐ Ensure all windows and tracks, doors, sliding doors, window tracks, fly screens and security screens are free of dust and dirt
- ☐ Sweep/vacuum and mop all floors, removing any marks or stains on tiled areas
- ☐ Ensure all light fittings are cleaned and free from cobwebs + insects, light bulb is working
- ☐ Clean any marks and dust left on walls, light switches, power points and all skirting boards. Marks can be removed with Gumption or Jiff and then washed with clean water and dried with a clean cloth
- ☐ Ensure all curtains and/or blinds are dusted and all weights present (replace any missing)
- ☐ No damages from pets (if applicable) visible, no urine/pet smell in carpet, blinds and/or walls
- ☐ Air conditioner internal filter is clean and free of dust build up (this can be easily removed to clean, please call office if unsure). Top of unit is clean and free of dust and dirt, remote is to be placed on kitchen bench with working batteries

Kitchen

- ☐ Bench tops and splash backs must be cleaned, removing all oil & dirt
- ☐ Stove top (including under knobs), oven, griller, all oven and griller trays, and exhaust fan (both inside fan and filters) all must be cleaned and degreased thoroughly. Soaking exhaust fan filters in Napisan for a few hours then rinse with clean water is a great way to clean them.
- ☐ Clean sink, disposal unit and dishwasher filter
- ☐ Wipe down all shelves in pantry & utilities cupboards, no marks to be left on front of cupboard doors
- ☐ Ensure all windows, window tracks, doors, fly screens and security screens are free of dust and dirt
- ☐ Sweep/vacuum and mop all floors, removing any marks or stains on tiled areas
- ☐ Clean any marks and dust left on walls, light switches, power points and all skirting boards
- ☐ Ensure all light fittings are cleaned and free from cobwebs + insects, light bulb is working
- ☐ Clean any marks and dust left on walls, light switches, power points and all skirting boards. Marks can be removed with Gumption or Jiff and then washed with clean water and dried with a clean cloth
- ☐ Ensure all vertical blinds are dusted and all weights present (replace any missing)

Laundry & Downstairs Toilet

- ☐ Laundry tub cleaned inside and out, including inside of cupboard
- ☐ Linen and under stairs cupboards cleaned from any marks/stains
- ☐ Remove toilet seat clean and disinfect the seat and lid; clean and disinfect the toilet bowl inside, outside and behind the bowl and cistern on wall
- ☐ Ensure all windows and tracks, doors, sliding doors, window tracks, fly screens and security screens are free of dust and dirt
- ☐ Sweep/vacuum and mop all floors, removing any marks or stains on tiled areas
- ☐ Ensure all light fittings are cleaned and free from cobwebs + insects, light bulb is working
- ☐ Clean any marks and dust left on walls, light switches, power points and all skirting boards. Marks can be removed with Gumption or Jiff and then washed with clean water and dried with a clean cloth
- ☐ Ensure all vertical blinds are dusted and all weights present (replace any missing)
- ☐ No damages from pets (if applicable) visible, no urine/pet smell on tiles, blinds and/or walls

All Bedrooms

- ☐ Vacuum carpet, book in a professional carpet steam clean (let them know if you have had any pets inside your unit so they can use the corresponding cleaning solution, ie. flea prevention)
- ☐ Built in wardrobes doors are clean and no marks/stains visible, vacuum sliding tracks and wipe clean
- ☐ Built in wardrobe shelving is to be unmarked and wiped out, no dust build up or rubbish

- ☐ Ensure all windows and tracks, doors, sliding doors, window tracks, fly screens and security screens are free of dust and dirt
- ☐ Ensure all light fittings are cleaned and free from cobwebs + insects, light bulb is working
- ☐ Clean any marks and dust left on walls, light switches, power points and all skirting boards. Marks can be removed with Gumption or Jiff and then washed with clean water and dried with a clean cloth
- ☐ Ensure all vertical blinds are dusted and all weights present (replace any missing)
- ☐ No damages from pets (if applicable) visible, no urine/pet smell in carpet, blinds and/or walls
- ☐ Make sure outdoor balcony has been swept, no dirt build up on railing visible and no rubbish in surrounding gutters

Extra Living Areas

- ☐ Ensure all windows and tracks, doors, sliding doors, window tracks, fly screens and security screens are free of dust and dirt
- ☐ Vacuum carpet, book in a professional carpet steam clean (let them know if you have had any pets inside your unit so they can use the corresponding cleaning solution, ie. flea prevention)
- ☐ Ensure all vertical blinds are dusted and all weights present (replace any missing)
- ☐ Make sure outdoor balcony has been swept, walls have been washed down and no dirt build up on railing visible
- ☐ Ensure all light fittings are cleaned and free from cobwebs + insects, light bulb is working
- ☐ Clean any marks and dust left on walls, light switches, power points and all skirting boards (Gumption works great)

Ensuite & Main Bathroom

- ☐ Ensure all windows and tracks and fly screens are free of dust and dirt
- ☐ Clean any marks and dust left on walls, light switches, power points and all skirting boards. Marks can be removed with Gumption or Jiff and then washed with clean water and dried with a clean cloth
- ☐ Ensure all vertical blinds are dusted and all weights present (replace any missing)
- ☐ If there is any mould and soap scum present it is to be removed from tiles, ceiling and walls
- ☐ Remove toilet seat clean and disinfect the seat and lid; clean and disinfect the toilet bowl inside, outside and behind the bowl
- ☐ Clean shower and bath area including all mould from tiles and grout, no soap to be left in holder
- ☐ Polish and clean vanity mirrors and cabinet including all draws
- ☐ Exhaust fan internal and external cover must be cleaned

Garage

- ☐ Ensure all windows and tracks and fly screens are free of dust and dirt
- ☐ Clean any marks and dust left on walls, light switches, power points and all skirting boards. Marks can be removed with Gumption or Jiff and then washed with clean water and dried with a clean cloth
- ☐ Ensure all vertical blinds are dusted and all weights present (replace any missing)
- ☐ Roof is to be free of any spider webs
- ☐ Garage floor to be free of oil and grease (use Degreaser)
- ☐ Roller door to be wiped clean of dirt and dust build up, wiped clean
- ☐ Grease, oil and dirt stains to be removed from driveways and inside garage
- ☐ Garage remote with working battery is to be supplied

External

- ☐ All general rubbish to be removed from property
- ☐ Entry and back patio to be swept out, no stains on concreted area, no insects or spider webs
- ☐ All rubbish, cigarette butts and/or packets removed from the gardens (back and front)
- ☐ Both rubbish bins are to be washed out using disinfectant (inside and outside)
- ☐ Clothes line to be wiped over, lines to be tight and in good working condition
- ☐ Garden tidied, lawn mowed and edged – no grass clippings in gardens, no palm fronds, weeds in gardens, grass replaced due to damage from pets, driveway stains removed.

Completed by _____

Signed _____

Date _____