

## Tenancy Vacate Package



2/5 Tavern Street  
Kirwan QLD 4817

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## CLEANING CHECKLIST

## GENERAL

- Vacuum and clean all sliding doors and window tracks.
- Sweep and/or mop all non-carpeted floors, removing any marks.
- Carpets are to be left in the same condition as marked on the original Residential Condition Report allowing for fair wear and tear. If required, carpets are to be cleaned.
- Carpets to be professionally cleaned and fumigate for fleas – by registered Pest Company, if pets were kept at Property. Supply paid invoice copy which specifies service details.
- Clean light fittings – gently remove light fittings and clean.
- Clean marks off walls, ceilings and light switches.
- Clean skirting boards, windows including frames, sills and tracks, above cupboards, picture rails, architraves and both sides of all doors, all other fittings, and insect/security screens etc.
- Clean curtains and blinds. Refer to Agent for method advice.
- Clean in wardrobes, shelves, drawers and mirrored doors. Remove scuff marks.
- Remove all cobwebs and insect marks and nests.

## KITCHEN

- Clean inside and outside of all cupboards and doors.
- Clean inside, outside and around stove.
- Clean inside and outside of oven, griller, doors, trays, racks, glass.
- Clean inside, outside and behind refrigerator and dishwasher and microwave space.
- Clean sink, especially drain holes, drainers and tap ware.
- Range hood exhaust and filter- filter can be removed and cleaned.

## BATHROOM

- Clean all walls, floors, mirrors and windows and window tracks.
- Clean inside and outside all cupboards and drawers.
- Clean toilet, bath, shower recess, remove built up soap residue on tiles and shower screens, clean sink and all tapware, towel rails.
- Clean water outlet in shower and bath of hair and soap build up.
- Shower curtain washed with bleach or replace if applicable.

## LAUNDRY

- Clean behind, inside and around washing machine space. Clean equipment and filters if applicable.
- Clean inside, outside and behind dryer. Remove lint.
- Clean inside, outside and around laundry tub, cabinets, shelves, drawers, tap ware.

## AIR-CONDITIONERS

- Clean all air conditioner units and filters.

### CLEANING CHECKLIST

#### VERANDAH, DECKS, OUTDOOR AREAS

- Sweep and mop, clean railings, glass and light fittings.
- Remove all cobwebs etc.

#### GARAGE, CARPORT, DRIVEWAY

- Sweep out and remove any oil residue from concrete, pavers, paths, driveways.
- Ensure Council bins are empty OR place bins out on footpath for next collection
- Close and lock garage door, if applicable.

#### GARDENS AND LAWNS, POOL

- Mow lawn, trim all edges, weed gardens, general garden tidy, remove all rubbish.
- Return pool to condition as at start of the Tenancy and if required in the Tenancy Agreement, supply a Pool Test report to Agent – Report to be completed on the end date of the Tenancy Agreement.

#### IF FURNISHED

- Ensure all items are clean and are located in original rooms as per Inventory list.

### BOND INFORMATION

The bond will only be finalised when the vacate inspection has been completed and we are satisfied that the property has been returned to the condition of the Entry Condition Report less wear and tear. All rent must be paid up to date and any outstanding invoices paid.

Vacate inspections are not conducted on weekends, after hours or on public holidays. The vacate inspection of your property is completed to the satisfaction of your Property Manager/Landlord in accordance with your condition report. Should there be any issues that may present a problem at the final inspection, it is in your best interest to contact your Property Manager prior to vacating

The property should be free of all personal effects and thoroughly clean before we carry out the final inspection. To avoid the necessity of having to return to the property to attend to various items and to ensure that your bond can be returned with minimal delay, please refer to the cleaning guide listed above.

### DON'T FORGET TO;

- Forward mail to your new address.
- Transfer and/or cancel accounts billed to the property address.

### LANDLORDS AND PROPERTY MANAGERS CAN OFTEN MAKE A CLAIM AGAINST THE BOND FOR:

- Rent arrears (rent is not up-to-date)
- Damage to the property caused by the tenant or their guests (NOTE: landlords cannot claim for fair wear and tear)
- Cleaning expenses (if the rental was not sufficiently cleaned at the end of the tenancy)
- Abandonment of the premises by the tenant
- Reimbursement if the landlord was forced to pay the tenant's bills
- Loss of landlord's goods.

### OUR CONTRACTORS CAN HELP YOU!



Handyman: WK Handyman Services

✉ [wkbakon@outlook.com](mailto:wkbakon@outlook.com)



Bond Cleaning: SOS Cleaning

☎ 0439 182 499



Bond Cleaning/Pest Control/Yard Services: James Home Services

✉ [greg.gilbert@jameshomeservices.com.au](mailto:greg.gilbert@jameshomeservices.com.au)



Air-conditioner Service/Electrical Work: TK Power & Air

✉ [admin@tkpowerandair.com](mailto:admin@tkpowerandair.com)



Yard Services/Handyman: Lowe's Lawn & Garden  
Maintenance

✉ [loweslawns2022@gmail.com](mailto:loweslawns2022@gmail.com)

### EXIT SURVEY AND FORWARDING DETAILS: PLEASE COMPLETE AND RETURN WITH KEYS

NAME:

DATE:

	YES	NO
1. Were you happy with the service provided by Sutton Nationwide Realty?		
2. Do you feel that you were treated respectfully at all times?		
3. Were your needs met in an efficient and timely manner?		
4. Was our correspondence informative and easy to understand?		
5. Were our staff helpful and courteous at all times?		
6. Would you rent through our company again?		
7. Would you consider using our services if you were a landlord?		

### FEEDBACK SUGGESTIONS

Vacated Property Address:

Forwarding Address:

Phone Number:

Please complete the above form and return to Sutton Nationwide Realty Townsville with the vacated property keys.

Office: 2/5 Tavern Street, Kirwan QLD 4817 | 07 4723 1931