



Move Out Guide/Checklist

Thank you for leasing a Bella Property! Please refer to your lease regarding specific move out instructions. This checklist may come in handy as you are preparing your home for a move out review. This list is a guide including but not limited to the items listed below. If any of these items are NOT complete upon the time of move-out inspection, Bella Real Estate, Inc. may have said items completed at your expense per your residential lease agreement and a fee may be charged!

At surrender, these items should be on the kitchen counter: Garage door openers, pool keys/fobs, mail keys, professional cleaning receipts for home and carpet

- ☐ DO NOT turn off your utilities prior to the end of the lease - if you do, you will be charged
- ☐ DO NOT polka dot your walls filling nail holes - if you do, you will be charged to paint the walls
- ☐ DO NOT lock your keyless deadbolts - if we can't get in, you will be charged for the re-key

Here are a couple of contractors that may be able to assist you with the professional cleaning of your home and steam cleaning for your carpets. You are not obligated to use these professionals. We recommend you schedule your move out cleaning services well in advance as schedules can book up fast!!

- Kat's Cleaning Service - 512-701-3663; katnara2020@gmail.com
- SCproServices - 512-229-6079; www.scproservices.com
- PCS Inc - 512-251-8991; service@pcsaustin.com

When you signed your lease, you agreed to have the carpets professionally cleaned upon move out.

When you signed your lease, you agreed to have the home professionally cleaned upon move out.

Please be sure your cleaning company gives attention to the following:

- All blinds should be wiped clean and pulled down and left open;
- All baseboards should be dust/debris free;
- All light bulbs should be working - interior and exterior;
- All other flooring should be cleaned appropriately (vinyl, tile, hardwoods, concrete, etc.)
- All ceiling fans should be dust free;
- All walls should be free of nails, picture hooks, wires, cables;
- All closets should be empty and vacuumed out, with shelves wiped clean;
- All drawers, cabinets, pantry, countertops, and appliances should be empty and clean;
- All appliances should be cleaned free from any grease and food splatter
- All cabinets shall be empty and wiped clean.
- Toilets and bathtubs should be scrubbed clean.
- Mirrors should be cleaned with glass cleaner.
- Fireplace and mantle should be cleaned and free of debris;
- Washer & dryer should be clean and free of clothes; lint screen should be clean.
- Garage should be empty and swept clean.
- Exterior: The lawn should be mowed, and all debris removed from the yard.

We realize that situations may arise where an exception or extension may be necessary. If you feel an exception to any of the above should be made, please submit your request and the reason you feel an exception should be granted in writing. We will review your request. Any exceptions granted will only be honored if in writing and signed by the Property Manager.