

Apartment: \_\_\_\_\_

Tenant Name: \_\_\_\_\_

Job 1 of 5

Living Room/Hall/Dining Room/Outside

Charges

\$10	Sweep patio, pick up all trash and remove all belongings in front of apartment.
\$5	Remove ALL posters, pictures, wall hangings.
\$15	Wash all walls, including base boards, chair rail and closet doors (both sides).
\$10	Clean coat closet out, wash shelf (no belongings left in closet).
\$10	Clean hall closet out, wash shelves (no belongings left in closet).
\$5/ea	Clean up carpet spots with a rag dipped in mild soapy water.
\$10	Vacuum couch cushions and vacuum all fabric deep down in on sides and back.
\$10	Vacuum floor in living room, hall, closet, and dining room (get under all furniture).
\$15	Vacuum edges of room and edges of closets. Put vacuum away in front room closet.
\$5	Move all furniture to its original location.
\$15	Wash and shine window (do not remove screen). Clean window sills and tracks.
\$15	Dust and clean blinds be sure to clean top and bottom.
\$5/ea	Take down all light covers, wash and clean - Replace all burnt-out light bulbs.
\$15	Wash off and dust TV, Entertainment storage, coffee table, and wall shelves.
\$10	Wash front door (both sides) removing all scuffs.
\$25/bag	Take out all trash.

ALL PERSONAL ITEMS MUST BE REMOVED FROM THE APARTMENT

Bedroom

Front / Middle / Back

Right / Left Side

Charges

Please make sure all items are completed, you can share the responsibility as directed if you'd like.

\$5	Remove all poster, pictures and wall hangings.
\$10	Wash walls, doors (both sides), door and window casings.
\$5	Wash chair rail and base boards.
\$5	Wash shelves on wall and remove belongings.
\$5	Clean and move all chairs back to dining room table (if applicable).
\$5	Wash inside and outside of dresser and desk.
\$15	Wash window sills, track and window.
\$15	Clean blinds.
\$5	Wash shelves on wall and remove belongings.
\$10	Remove mattress and plywood from bed, vacuum and wash around edges.
\$5	Move furniture back to it's original position.
\$10	Vacuum carpet. Remember underneath beds, behind dresser & desk & the closet.
\$5/ea	Remove ceiling and wall light covers and clean (no bugs!).
\$5/ea	Replace burnt-out light bulbs.

Total Security Deposit:

\$125.00

Parking Permit \$25

Refundable Portion:

\$100.00

Key \$35

Total Damage Charges:

Unpaid Rent and Damages will also be applied toward the refundable portion of the deposit.

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