

MOVE OUT INSTRUCTIONS

FloridaRPM by Real Living All Florida wants their tenants to have a smooth transition when moving from one of the properties they manage.

Tenants are required to give a 30 day written notice prior to vacating the property.

Here we have provided instructions for the proper move out procedure. We know you will have a lot to keep track of during this transition. We hope this will make it clear and more organized for you. If you do have any questions, please call us at (772) 335-1995.

An inspection will be done only after all your personal property has been removed and you have cleaned the property. At that time you need to take the keys to the office. We consider you still living at the property until the keys are turned in. Rent will be charged until FloridaRPM receives keys and/or garage door remotes - do NOT leave keys at the property. **YOU WILL NOT BE ABLE TO RE-ENTER THE PROPERTY AFTER ALL KEYS HAVE BEEN TURNED INTO THE OFFICE.**

The better the condition of the property when you leave, the faster the deposit can be sent out. You will need to give us your forwarding address to send your deposit refund. If you vacate the property prior to the end of the lease term, you will still be responsible for the rent during the remaining term of the lease. However, we will do our best to try and lease the property.

CLEANING SPECIFICATIONS

- Remove all trash and personal items from home and yard.
- Clean all appliances thoroughly, including microwave, range hood, etc. Clean sinks, cabinets and drawers.
- The carpeting will be professionally cleaned and charged against your security deposit, per your signed rental agreement..
- Wash non-carpeted floors. Remove stains and marks.

- Wash walls carefully; pay special attention to areas around light switches, hallways doors and baseboards.
- Clean all windows. Secure all screens and remove cobwebs inside and out.
- Make needed repairs to screens and screen doors.
- Clean and disinfect the bathrooms thoroughly.
- Repair or have repaired any damage you or your pets have caused.
- Notify utility services to discontinue your services.
- If you are responsible for the lawn care: Mow, trim and remove debris from yard.
- Do not place trash and garbage in the recyclable cans, fine may apply.

GENERAL CLEANING

Use this simple check list to remember everything you need to do to protect your deposit:

| | |
|---|--|
| <p>WALLS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Clean Vents <input type="checkbox"/> Vacuum cobwebs <input type="checkbox"/> Dust above doors <input type="checkbox"/> Scrub Wall Baseboard | <p>FLOORS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Clean Vents <input type="checkbox"/> Vacuum all carpets <input type="checkbox"/> Sweep non carpeted <input type="checkbox"/> Mop/Scrub Vinyl <input type="checkbox"/> Clean under Refrigerator & stove |
| <p>DOORS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Clean all knobs <input type="checkbox"/> Dust <input type="checkbox"/> Clean door jamb | <p>BATHROOM(s)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Sink /tub/shower <input type="checkbox"/> Toilet Walls / windows <input type="checkbox"/> Floors |

WINDOWS

- Sills
- Blinds
- Windows
- Vacuum
- Tracking

KITCHEN

- Refrigerator
- Stove stop/ burner pans
- Oven Stove hood
- Cabinets in/out
- Counter tops / sink

OUTSIDE

- Grass mowed
- Leaves raked & bagged
- Garden/Beds weeded
- Concrete degreased
- Lights working
- Trash hauled off

Do not leave bags at the rental or trash cans at the street. HOA fines for trash cans left in the street are charged to the move out.

MISC

- Clean all Light Fixtures
- Sweep Porch's
- Sweep Garage
- Sliding Glass Door
- Sweep Laundry
- Smoke Detectors & Batteries
- Clean/replace A/C Filter