

You will need to make sure that your apartment is clean when you move out to ensure that you don't get charged with a cleaning bill. Attached is our cleaning chart that you can use as a guideline.

Here is some information regarding the condition of your apartment. Please read carefully. If you follow these instructions you can reduce the amount of cost associated with your move-out. For some of you it may take several hours to clean your apartment properly. (Our penalty cleaning fees are \$35.00 per hour, per cleaner.)

- Your apartment must be completely empty of all materials, with exception to Rabbit Ridge property.
- **SCRUB YOUR BATHTUB & SHOWER!** (You need to remove the soap scum, etc. that has built up during your tenancy. Spraying a cleaner on and rinsing it off will not do the job.) We recommend the product Soft Scrub for this job.
- All surfaces must be wiped clean – counters, floors, table tops, appliances, mirrors, sinks, windows and blinds etc.
- All floors must be cleaned and moped (use vinegar and water to damp mop laminate floors). You can use Lysol and water for vinyl floors in the kitchen and bathrooms.
- Blinds must be cleaned.
- All appliances must be left clean both inside and out. Please remove the pan storage drawer of the range in order to clean the floor under the range.
- All cabinets and drawers must be cleaned inside, as well.
- Outdoor ashtray/flower pot to be emptied.
- Drip pans on stove must be replaced. (It's cheaper to replace them, than to be charged by Rabbit Ridge for the replacement.)
- For those in 2 or 4-bdrm apartments, it is all/both of the tenant's responsibility to clean the common areas. All common area cleaning/repair costs will be divided amongst all/both of the roommates.
- **If you are moving internally or out of Rabbit Ridge, please do a change of address with the US Post Office. (It is important that you do this because we will not check in your mailbox, nor will we contact future tenants regarding any mail.)**