

Final Inspection Guide

Please Read This Carefully To Assist With The Bond Refund

The following information has been prepared to assist you when vacating the property.

We ask that before the Final Inspection you:

- You pay your rent until the vacating date
- Arrange disconnection of your utilities such as water, electricity and gas supply. The main switch needs to be turned off on vacate day.
- Please arrange power to be disconnected 3 days after you vacate encase cleaners or trades need to return.
- Re-direct all mail to your new address. We don't redirect mail on your behalf. Arrange this with Australia Post in plenty of time prior to vacating to avoid lost mail.

PLEASE REFER TO YOUR CONDITION REPORT AND PHOTOS AT THE BEGINNING OF THE TENANCY. YOU SHOULD TICK OFF THIS FOR THE END OF TENANCY.

CLEANING RECEIPTS SHOULD BE RETURNED WITH THE KEYS

WE WILL HAVE NEW TENANTS MOVING IN WITH 2 - 3 DAYS AFTER YOU VACATE, SO IT IS IMPORTANT CLEANING AND REPAIRS AND COMPLETED PRIOR TO END OF TENANCY. ANY AREAS NOT COMPLETED WILL IMPACT ON THE NEXT TENANTS.

Attendance to the following matters prior to our final inspection will save considerable time and prevent unnecessary delays in returning your bond: -

If you have any accidental damage that needs repair prior to end of tenancy, contact your property manager as a priority. This should be rectified prior to keys being returned.

- 1 Below are preferred cleaners for your consideration. Beware of cheap cleaners targeting you leading up to the vacate. Poor cleaner will result in extra cost to have another cleaner complete the final inspection clean.

Cleaning Support Services 1300 555 720

Jim's Blind Cleaning 0427 136 663

Please be aware we need an end of tenancy clean not a final domestic clean.

To reduce cleaning costs, the more you clean prior to the cleaners arriving the better their job will be once completed. It is a good idea to hand them this list so they are aware of the cleaning requirements.

- 2 Interiors & exteriors of all cupboards, shelves, drawers and benches to be cleaned.
- 3 Walls and doors to be cleaned of all marks. Use the soft side of sponges when cleaning any surfaces. Rough sponges will leave swirl marks on the walls which will require a coat of paint to repair.
- 4 Stove, griller, oven and exhaust fans to be spotless. Including interior of glass oven doors, vents and all grease behind knobs – most knobs and vent can be removed for cleaning. **Please use the appropriate appliance cleaners to ensure the clean is more than a standard domestic clean.**
- 5 Windows and sills to be cleaned inside and outside where possible. **Windex** products will be useful
- 6 Any furniture, curtains or other items included with the property to be returned to original positions. All furniture and contents of the property are to be cleaned. Some soft furnishing such as sofas may need to be dry cleaned. The carpet cleaner can assist.
- 7 Clean venetian blinds and wash curtains. Venetian to be dusted throughout
- 8 All garbage, bottles and rubbish to be removed from the premises. **DO NOT LEAVE BINS FULL.** Excess rubbish needs to be taken away from the property & any extra cost to remove general rubbish will be claimed against the bond. Some councils offer hard rubbish collection that can be booked if enough notice is received prior to your vacate date. Excess rubbish can be taken to your local waste plant. **Call your local council or Google waste plant/collection in your local area**
- 9 The garage and/or storeroom to be cleaned out, free of cobwebs and grease marks removed from car space/garage.
- 10 Bathrooms to be thoroughly cleaned with all mould and soap scum removed from tiles and grouting. Ceiling mould must also be removed. Toilets to be cleaned inside and out and the bathroom floors to be mopped. **Anti mould treatments are great for bathroom cleaning.**
- 11 All light fittings and ceiling fans to be dusted and wiped
- 12 All exhaust fans in kitchens and bathrooms to be cleaned. **We do not accept ceiling fans filled with dust as wear and tear** – they should be cleaned throughout.
- 13 Lawns and edges trimmed and gardens weeded (this applies to townhouses and houses). All hoses to be neatly stored.
- 14 **Remove all cobwebs** from the exterior entrance, windows and balcony areas as required. Internal corners of ceilings should also be checked.
- 15 Dust all skirting boards/woodwork along the edge of any walls.
- 16 Remove finger marks on and around light switches.

Please note that rent is due and payable until all keys ARE RETURNED.