

Final Inspection Checklist

Essential Information for Lease Termination

One Month Before Lease Ends:

- Schedule for your utilities to be disconnected and final readings for electricity, gas, water, and phone.
- Consider extending electricity for a few days post-vacation for cleaning or other tasks. This will avoid hassles when you require the use of electricity.
- Set up mail redirection with your postal service.
- Book professional carpet cleaning a day before the key return. Remember to provide the cleaning receipt upon key return.
- Ensure lawns are freshly mowed and garden beds are weeded and maintained in the last week.
- Schedule any necessary repairs or maintenance. If painting is needed, consult your Property Manager for paint matching.

One Week Before Lease Ends:

- Thoroughly clean light fixtures, ceiling fans, air conditioners, and exhaust fans.
- Wash and iron curtains and blinds. Dust curtain rods and tracks.
- Address any wall marks or stains with gentle cleaning or painting.
- Clean driveways and pathways, removing any oil stains or marks.
- Ensure the yard is tidy and debris-free, and garden beds are mulched.
- Clean out the garage, ensuring it's free from oil stains and address any pest issues.

Final Days Before Lease Ends:

- Remove external cobwebs from eaves, windows, and doors.
- Clean flyscreens, windows, and sliding door tracks.
- Ensure all personal items are removed. Repair any wall damage from picture hooks or accidents.
- Deep clean all areas, especially laundry, toilets, and bathrooms.
- Ensure kitchen appliances, like the oven, stove, and range hood, are spotless.
- Vacuum all carpets and mop hard floors.

Note: Return all keys, remotes, and access cards provided at the start of the tenancy during office hours (9 a.m. to 5:30 p.m., Monday to Friday).