

Bennett-Shellenberger Realty

Move out checklist and charges

This checklist and the attached charge list will be used to make sure the home is clean and in the proper condition so we can quickly conduct an inspection and authorize the release of your security deposit.

Your Property Manager will conduct an inspection using the original inspection report that was provided when you moved in. We expect the premises to be in the identical condition. The Property Manager will have the final responsibility for determining “normal wear and tear” and what is the result of damage, abuse or neglect.

ALL repairs or maintenance items that are necessary to return the premises are in the identical condition as in the pre-occupancy inspection are the **responsibility of the Tenant**. The cost of these repairs and maintenance items will be deducted from the Security Deposit or charged to you afterwards (see the attached charge list). We will seek collection for any remaining balance.

When you signed the lease, you agreed to provide on the day the property is vacated:

- All rent and other account fees **MUST be paid in full** or a satisfactory written settlement agreement made with us for any balance due. Unpaid balances are deducted from the Security Deposit first.
- The **entire** property must be clean and all trash removed.
- Tile, vinyl and hardwood floors must be clean and waxed.
- Carpets **MUST** be professionally cleaned. (**Receipt is required from our pre approved company**).
- All nails or other holes in the walls must be filled or repaired properly.
- Outside hoses must be disconnected and stored.
- All window wells clean and clear of trash, weeds and debris
- Fireplace must be free of soot and the firebox vacuumed. All tools received with home must be present.
- All drapes and curtain rods or mini blinds should be firmly fastened. All drapes, blinds and curtains in good repair and properly hung and cleaned. ALL broken window coverings will be replaced at your expense.
- Refrigerator, stove, oven and microwave **MUST** be clean, defrosted and **plugged in**, running at normal settings.
- All personal property, including furniture, motor vehicles and all other items not on the property when you moved in, must be removed from the home and surrounding property. *Anything left behind shall be regarded as abandoned and may be destroyed, hauled away or otherwise disposed of at **YOUR** expense.*
- Get a final reading on your utilities, telephone and cable as of the last day on the lease. You will not be reimbursed for any amount you have paid past your move out date. **DO NOT DISCONNECT UTILITIES, YOU WILL BE CHARGED FOR THE RECONNECT FEE!**
- Make your final trash pick-up arrangements. **YOU WILL BE CHARGED FOR THE COST FOR THE REMOVAL OF ALL TRASH LEFT AFTER YOUR MOVE OUT DATE!**
- Clean **ALL** windows, window tracks and any door windows.
- All doors and windows must be properly locked or fastened.
- ALL keys and garage door remotes MUST BE returned to your manager on the last day. YOU WILL BE CHARGED FOR ANY MISSING REMOTES PLUS THE COST TO REPROGRAM THE OPENER!**
- The attached Move-Out charge list is used to identify additional charges for repairs and cleaning items.**



Bennett-Shellenberger Realty, Inc.

1710 E. Pikes Peak suite 200
Colorado Springs, CO 80910
719-471-1703

www.bsrsince1890.com

Bennett
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Move-Out Charges

This is a list of the most common charges encountered when tenants move out and leave the premises in need of repair.

Please note that these charges are estimates, actual charges may vary.

Normal wear & tear, and the remaining life of the item in need of repair, have been considered.

Remember, carpets MUST BE professionally cleaned by a company we pre approve when you move out and you must provide us a receipt or you will be charged for this service.

Cleaning

	Clean refrigerator	\$ 40.00
	Clean stove top & under burner trays	\$ 20.00
	Clean oven & drawer	\$ 30.00
	Clean stove hood	\$ 20.00
	Clean kitchen cabinets	\$ 30.00
	Clean Kitchen floor (under stove/fridge)	\$ 30.00
	Clean tub/shower and surrounding area	\$ 30.00
	Clean toilet and sink	\$ 25.00
	Clean bathroom cabinets and floor	\$ 30.00
	Vacuum throughout dwelling	\$ 50.00
	Clean greasy parking space	\$ 30.00
	Carpet steam clean	\$ 250.00
	Clean fireplace	\$ 50.00
	Replace burner drip pans	\$ 30.00

Flooring

	Remove carpet stains	\$ 100.00
	Deodorize carpet	\$ 150.00
	Repair carpet (per room)	\$ 100.00
	Repair hardwood flooring	\$ 100.00
	Refinish hardwood flooring (room)	\$ 300.00
	Repair linoleum	\$ 75.00
	Replace kitchen linoleum	\$ 400.00
	Replace bathroom linoleum	\$ 250.00
	Repair floor tile	\$ 75.00
	Replace kitchen floor tile	\$ 350.00
	Replace bathroom floor tile	\$ 250.00

Walls

	Remove mildew and treat surface	\$ 25.00
	Cover crayon marks	\$ 25.00
	Repair hole in wall	\$ 100.00
	Remove wallpaper	\$ 150.00
	Repaint (per wall /ceiling)	\$ 75.00
	Repair nail holes (each hole!)	\$ 25.00

Doors

	Repair hole in hollow core door	\$ 100.00
	Repair forced door damage	\$ 150.00
	Replace door (inside)	\$ 150.00
	Replace door (outside)	\$ 275.00
	Replace sliding glass door (single)	\$ 200.00
	Replace sliding glass door (double)	\$ 400.00
	Rescreen sliding door screen	\$ 75.00
	Replace sliding screen door	\$ 125.00
	Replace garage door remote	\$ 60.00
	Replace interior door knob	\$ 15.00

Average whole house cleaning \$ 350.00

Plumbing

	Replace kitchen faucet	\$ 85.00
	Replace bathroom faucet	\$ 65.00
	Replace faucet handle	\$ 15.00
	Replace faucet aerator	\$ 7.50
	Replace shower head	\$ 20.00
	Replace toilet tank lid	\$ 30.00
	Replace toilet	\$ 175.00
	Replace garbage disposal	\$ 125.00

Windows and window coverings

	Replace single window pane	\$ 100.00
	Replace double window pane	\$ 250.00
	Replace Venetian blinds	\$ 75.00
	Replace window shade	\$ 50.00
	Replace drapery (sill length)	\$ 125.00
	Replace drapery (floor length)	\$ 200.00
	Rescreen window screen	\$ 35.00
	Replace window screen	\$ 65.00

Electrical

	Replace light bulb	\$ 3.00
	Replace light fixture globe	\$ 20.00
	Replace light fixture	\$ 45.00
	Replace electrical outlet/switch	\$ 20.00
	Replace electrical cover plate	\$ 5.00

Locks

	Replace door key	\$ 10.00
	Replace cylindrical doorlock	\$ 50.00
	Replace deadbolt lock	\$ 50.00

Miscellaneous

	Replace refrigerator shelf	\$ 50.00
	Replace stove / oven knob	\$ 30.00
	Repair ceramic tile	\$ 50.00
	Replace ceramic tile countertop	\$ 450.00
	Repair laminate countertop	\$ 200.00
	Replace laminate countertop	\$ 350.00
	Replace mirror	\$ 150.00
	Replace medicine cabinet	\$ 100.00
	Replace towel bar	\$ 25.00
	Replace shower curtain rod	\$ 30.00
	Replace shower / tub enclosure	\$ 400.00
	Repair porcelain	\$ 200.00
	Replace thermostat	\$ 75.00
	Remove junk and debris	\$ 100.00

Average whole house carpet clean \$ 250.00