



- 1) Your DEPOSIT and how to get it back is in **Paragraph #3** of your lease. The property should be in the SAME “Rental Ready” condition as rented and stated on your MOVE-IN CONDITION form allowing for “normal wear & tear” (slight scratches, minor pictures holes, etc.).
 - a) **CLEANING**: Your home MUST be cleaned and ALL Debris removed. (See **Paragraph #3 of Lease**). There is a minimum charge of \$100 for **ANY** debris left at the property that was not there when you moved in. (Do NOT leave full trash cans that do not get picked up because you cancelled the service).
~Home and Landscaping are expected to be in the same “Rental Ready” condition as when you moved in.
Most often missed areas are: Ceiling Fans, Baseboards, Stove/Ovens, Cabinet & Drawer Interiors, Top of Refrigerator & upper corners of rooms.
DIRTY is NOT “normal wear & tear”. If you pay to have your home cleaned, make sure you inspect their work! “Mr. Clean MAGIC ERASER” and a damp rag will clean many fingerprints, smudges, etc.
 - b) **CARPETS**: Carpets need to be PROFESSIONALLY cleaned i.e. Rental Machines are NOT ACCEPTABLE.
~ Preferred Company - **KARL (Owner of Better Quality Carpet & Tile Cleaning) at 850-346-9100** for free quote and discounted price (as he performs 95% of our carpet cleaning).
~ Tenant MUST provide a copy of the receipt from the Carpet Cleaning Company.
~Carpet cleaning **NOT** scheduled by tenant will incur a \$50 additional charge as a “service fee”
 - c) **WALLS: ALL Nails & screws MUST be removed**, DO NOT spackle holes in walls or paint. Our maintenance personnel will take care of that. We expect a reasonable amount of small holes, etc. from pictures as “normal wear & tear” and, as long as they are not excessive, you will not be charged.
 - d) **PETS**: If you had Pets at the property, please remove ALL of their “FECES” from the yard.
 - e) **DAMAGE**: If there is damage to the home, PLEASE TELL US – do not attempt to fix it or make us find it. Most minor damage can be reasonably repaired by our service providers at a nominal cost.
 - f) **DEPOSIT**: Deposits are mailed to your NEW address (provide New Address via Email / or with keys). We will return your deposit within 15 days (if there are no deductions) or notify you within 30 days of what funds we are withholding and why. We will always attempt to return your deposit as QUICKLY as possible!
- 2) **KEYS & OPENERS : YOU ARE NOT CONSIDERED CHECKED OUT until ALL KEYS & GARAGE DOOR OPENERS ARE RETURNED TO THE OFFICE.** (If after normal business hours, put them in an envelope and drop through the Drop Slot with your Name or Address)
- 3) **INSPECTION**: We often do at least 2 walk-through inspections of the home **AFTER** you depart as soon as our schedule will allow. Do not request a walk-through inspection with us unless you have specific damage to discuss.
- 4) **UTILITIES**: “We highly suggest” that you leave **electricity & water/sewer** on in your name/account for **5 business days** after the termination of your lease or vacancy in case additional cleaning or repairs are necessary.

***** All cleaning, debris removal, etc. must be completed by the date of your move-out**

***** KEYS / GARAGE DOOR REMOTES must be brought to our office.**

***** DO NOT CANCEL UTILITY SERVICE PRIOR TO END OF YOUR LEASE!**

We thank you for your tenancy and we wish you the best in your new residence!