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## List of Requirements To Be done Upon Move Out

Move out inspection will be done at or convenience after keys have been turned in. A \$20 fee will be assessed if inspection is to be done at your convenience with you in attendance. Before we return your security deposit, we will inspect your residence to be sure it is left clean and in good repair. Please pay particular attention to the following:

- Remove all papers and packing materials.
- Remove all picture hooks from the walls.
- Clean stove (under burners & oven drawer), dishwasher and kitchen cabinets inside and out.
- Defrost refrigerator and clean it inside and out. **Leave it turned on.**
- Clean, sweep or vacuum out closets; remove all hangers and debris.
- Clean bathroom(s) thoroughly: toilet, tub, sink, medicine cabinet, vanity, walls and floor tile.
- Make sure all light bulbs work. Clean light fixtures and covers.
- Clean all floors including edges of floor, wax as necessary.
- Clean walls, baseboards, doors and door casings.
- Clean all windows, window tracks and window blinds; leave them closed and locked.
- Clean off porch, deck, patio, walkway and garage.
- All garbage/trash/debris removed to appropriate receptacle.
- Empty and clean storage bin.
- Lawns and grounds trimmed and mowed, if applicable.
- Leave premises undamaged, beyond normal wear and tear.
- Have meters read on move-out date and final utility bills paid
  - **(Do not have utilities turned off)**
- Please remove any satellite dishes that have been installed

**Deliver all keys, postal lock box keys, garage door openers and your forwarding address to:  
Viking Property Management at above address.**

• Carpets will be professionally cleaned by Viking Property Management LLC and paid out of your deposit. A receipt will be supplied with Final closing statement.

**Unit must be in re-rentable condition at the time of move out. Rent may be charged while unit is off the market.**

By Oregon law an accounting of your Security Deposit will be supplied to you within 31 days along with any refund due.