



RayWhite

Vacating & Cleaning Guide

Everything you need to know

General Indoor Areas

<p>All Floor Coverings: Carpets to be professionally steam cleaned and a receipt is to be produced when returning keys/remotes. Tiles, vinyl, concrete and floorboards are to be washed/mopped.</p>	<p>All Walls: Clean off any dirt, scuff marks, finger or food marks. Wipe down light switches from fingerprints and smudges. remove cobwebs from corner walls and cornices.</p>	<p>Kitchen Sink, Tiling/Splashback & Range Hood/ Exhaust: Gently Pull out and Clean filters, covers and framework. Ensure sink/drains are always clean and tiling/splashbacks are wiped down.</p>
<p>Stoves/Ovens/Hot Plates/Dishwashers: Clean stove top, control display, knobs, any pull out or in-build drip trays, griller racks, oven racks, trays and inserts, oven bottom, roof and walls. Ensure all soap residue is removed and all compartments are cleaned/emptied.</p>	<p>All Benchtops & Cupboards/Drawers (Kitchen, Bedrooms, Bathrooms, Laundry: Storage areas, Storage cages, Etc): Clean/wash/wipe down inside and out. Doors and door frames both front and back should be clean, as well as the door knobs.</p>	<p>Bathrooms: Clean sink, mirror, cabinets, vanity unit and drawers, showers, screen doors, bath, wall tiles, exhaust fan covers, corners, windows/ledges, behind doors and ceiling vents. Clean any surface mould where applicable and any soap residue on mirrors and shower screens.</p>
<p>Toilet(s): Clean the seat, bowl, outside around the base and entire general toilet room/area including windows/ledges, corners and behind doors.</p>	<p>Air Conditioners & Heating (all vents and units): Wipe down to remove dust. Clean filters if accessible and applicable</p>	<p>Doorways/Doors/Staircases & Railings: Wipe off finger marks, dust and any other removable marks</p>
<p>Skirting Boards, Tv/Phone & Power Points: Wipe down with a damp cloth to remove all dust and scuff marks.</p>	<p>Curtains: Ensure any curtains and nettings are left in a dust free, clean and stain free condition</p>	<p>Light Fittings: Please ensure all light globes are working. Clean off dust and remove any dead insects</p>
<p>Windows/Latches/Screens: Clean all windows, including sills, runners and window tracks to remove dust build up, cobwebs and any dead insects.</p>	<p>Damage: Any damage caused to the home must be repaired at your expense. The work must be attended to by a professional trade.</p>	<p>Blinds: If there are venetian blinds clean and wipe the blind slats. Wipe down any other type of blinds to remove dust or stains.</p>
<p>All Ceilings: Remove any cobwebs and fly spots from all areas</p>	<p>Ceiling Fans: Wipe fan blades and fittings to remove dust (if Accessible)</p>	<p>Laundry: Clean the sink (underneath sink, inside and outside) and surrounding areas.</p>

General Outdoor Areas

<p>Rubbish:</p> <p>Remove any rubbish that was not present at the commencement of your tenancy. Be sure to check behind sheds, under shrubs, under trees and houses (this includes lawn clippings and compost left).</p>	<p>Lawns & Gardens/Garden Beds Paths:</p> <p>Lawns to be freshly mowed and edges trimmed. Remove any weeds and rubbish and any cigarette butts. Prune trees or bushes below 1.5 metres in height (if required and when in season) Sweep paths and remove weeds on paved areas.</p>	<p>Personal Belongings:</p> <p>Remove all personal belongings and furniture from the home and garage/carport/balconies/ pergolas/verandas/porches/sheds/storage cages or cupboards. Ensure nature strips and clear/cleaned prior to keys being returned.</p>
<p>Pets:</p> <p>If pets were allowed during your tenancy, ensure all pet waste and belongings are removed. Ensure all rubbish and council bins are empty and clean.</p>	<p>Oil Spillage:</p> <p>Check and clean carport and garage floors, paths and driveway. If you have used a BBQ, check for any grease spots and spillages. Remove any gas bottles at the home.</p>	<p>NBN Access Devices & Cords/ Heating and Cooling Remotes:</p> <p>To be left at the property. Please ensure that these are not removed and taken during your vacate.</p>

To avoid any disputes or delays with your Bond Refund, please ensure that our vacate & Cleaning Guide is adhered to and returned to our office when you are returning your keys/garage remotes.

Please sign below to indicate that you have completed the above requirements to obtain your bond refund:

Property Address: _____

Renter(s) Name: _____ Renter(s) Name: _____

Renter(s) Signature: _____ Renter(s) Signature: _____

Date: _____ Time: _____