



Paradise Palms Mgmt expects that, aside from normal wear and tear over the course of the lease, that our properties be surrendered at the end of the lease in a similar condition as at the beginning of the lease. This is the primary purpose of security deposits. In order for us to refund as much of your security deposit as possible without make-ready deductions, please review the following move-out guidelines. These guidelines are subject to the written terms of the lease and FL landlord tenant law. Your security deposit does not apply to your last month's rent.

- The full term of the lease contract has been met or the full rental balance of the lease has been paid in full.
- Written notice to vacate has been received by Paradise Palms per the terms of the written lease along with forwarding addresses.
- Deduction from your security deposit will be made for any damages incurred during the term of the lease beyond normal wear and tear.

**Move-out Cleaning Checklist:**

**APPLIANCES:**

- Clean the oven, broiler pan, burner pans & underneath burners. (Most stovetops lift up for easy cleaning.) Clean the inside and outside of the microwave. If the drip pans can not be cleaned be sure to replace them.
- Clean greasy residue from inside & outside of vent hood; aluminum filter may be washed in sink or dishwasher.
- Wipe down the exterior of the dryer and washing machine, clean lint filter in the dryer, sweep behind washer and dryer.
- Report any potential plumbing leaks to property manager.
- Clean inside, outside, underneath and behind refrigerator. Most refrigerators have caster wheels on the bottom. Do not snag vinyl floors.
- Defrost and wipe water from beneath lower crisper trays in refrigerator.
- Unplug, leave doors open and pull out the refrigerator. Be sure to remove any ice from the ice tray.
- Clean out the inside of the dishwasher including the rubber seal.
- Replace any burned out light bulbs in the refrigerator, vent hood, and oven. Make sure the refrigerator water filter is not expired.

**BATHROOMS:**

- Clean all sinks, tubs, vanity counters, and medicine cabinets as well as floors in each bath completely.
- Clean toilets thoroughly and leave lid open.
- Remove shower curtain.

**CARPET / VINYL / TILE FLOORS:**

- Mop hard surface areas as needed.
- Vacuum and have carpets professionally cleaned. If a copy of the carpet cleaning bill is not provided within 24 hours of your move out date and it is not done satisfactorily, the professional cleaning will be deducted from your security deposit.
- Leave all flooring surfaces undamaged, unstained & odor free.
- Clean tile surfaces and grout as needed.

**WOODWORK & DOORS:**

- Wash off fingerprints and spots.
- Clean all baseboards and window sills.
- Dust any crown molding, and ceilings as needed.

**UTILITIES**

- Leave all utilities on for 10 days after you return the keys for purposes of inspection.

**PLUMBING**

- All plumbing is to be free of any leaks or blockages.

**COUNTER TOPS / CABINETS / CLOSETS:**

- Remove all shelf paper, decals, hangers & trash.
- Clean cabinet doors inside and out and wipe down all shelves.
- Clean all counter tops.
- Empty and vacuum all closet areas.

**WINDOWS:**

- Clean window panes, sills and aluminum frames inside and out.
- Replace any missing or damaged window screens.
- Clean the inside and outside of all interior and exterior doors.

**DRAPES / BLINDS / SMOKE ALARMS:**

- Dust and / or wash all mini-blinds and vacuum all drapes.
- All smoke alarms must be present, installed and in working order. Replace backup batteries in smoke alarms as needed.

**WALLS:**

- Wipe down walls and or clean throughout as needed.
- Remove all nails, tacks and pushpins. Do not attempt to repair any holes smaller than a nail, but please be sure to repair any holes larger than that from a nail. The repair of wall damages such as holes or unauthorized changes in paint color caused by the tenants will be deducted from security deposits if left after move out, unless prior written permission was given by Beaufort Rentals, LLC.
- Replace the air filter.

**LIGHT FIXTURES AND CEILING FANS:**

- Clean all light fixtures, electrical outlets and ceiling fan blades and replace any burnt out or missing light bulbs.

**GARAGE / PATIO / PORCHES / DECKS / YARDS:**

- Mow yard, remove all trash, fill any holes in the yard, clean and sweep porches.
- Smoke stains on the porches will be deducted from the security deposit for pressure washing.
- Clean all porches, patios, and garage floor and leave no debris in the garage, yard, or home.

**TENANTS WITH PETS:**

- Repair any damage caused by pets.
- Have the home professionally treated for fleas. If a copy of the treatment bill is not provided within 24 hours of your move out date and it is not done satisfactorily, the professional treatment will be deducted from your security deposit.

**PERSONAL PROPERTY:**

Any personal property remaining that has no value should be placed in the trash can and the trash can placed at the curb on the appropriate trash day. The cost disposing of any personal property of no value that is left at the property will be deducted from your security deposit.

*Please remember to remove any items that you may have stored in the attic.*

**HOUSE KEYS / GARAGE DOOR OPENER REMOTES / CEILING FAN REMOTES:**

All house keys and any remote controls shall be delivered to Paradise Palms Property Management before the end of your lease period. Our office hours are Monday through Friday 9:00 A.M. to 5:00 P.M. and Saturday 9:00 A.M. to 12:00 P.M.

**FOR YOUR CONVENIENCE:**

- **If it hasn't been scheduled, please call the office to schedule a time for your move out inspection.**

We strongly encourage your presence, and that everything be out of the home at the move out inspection to insure that there are no misunderstandings. We would rather you complete all of the necessary items than to hire someone and charge you for it.

- **Be prepared for your inspection.** If all of your checklist items are not completed, and a reinspection is necessary you will be charged the \$25.00 Security Deposit Administration fee.

- **Be sure to provide Paradise Palms with your forwarding address.**

- **Be sure to return your keys prior to the last day of your notice to avoid further daily charges.**

Within 30 days of your surrender of the property, each tenant will receive the following items: Their portion of the security deposit less any repair, cleaning, maintenance deductions as noted by an itemized list of items and their respective costs.