

Vacating Tenant Checklist

To assist you with the process of vacating your home, we have created the following checklist as a guide. The property must be returned in the same condition as it was received at the commencement of the tenancy, albeit fair wear and tear. Having the property ready to inspect will assist a speedy return of your security deposits. Note : Per NV law we have 30 days from vacancy to provide disposition of your security deposit.

Please make sure of the following upon vacating:

- € Do we have a forwarding address, email and phone number???
- € All rent is paid to the end of the month.
- € **Please return all keys to Metz & Webster:** house keys, garage remotes, pool keys/passes, gate remotes, master lock keys to shed and/or side gates, etc.
- € Disconnection of utilities has been arranged and to commence 3 days after move out.
- € Mail has been redirected.

Area	Notation	Completed ✓
Exterior	<ul style="list-style-type: none"> • Satellite dish from any provider must be removed from the exterior of the home and disposed. The exterior of the home must be returned to its original condition, i.e., holes filled and painted. 	
Flooring	<ul style="list-style-type: none"> • Carpeted floors must be clean by a reputable carpet cleaning company. Please provide me with the receipt for credit toward your security deposit. • Other flooring –must be mopped and stains removed 	
Window Coverings	<ul style="list-style-type: none"> • Blinds dusted and closed • Curtains cleaned (do not wash without prior approval) 	
Walls	<ul style="list-style-type: none"> • Marks removed, stickers removed 	
Bathrooms	<ul style="list-style-type: none"> • All tiles cleaned and mold free • Toilets washed inside, outside and behind • Bath vanity free of all soap scum • Mirror cleaned • Floors mopped 	
Kitchen	<ul style="list-style-type: none"> • All cupboards emptied and free of debris • Oven, stove, broiler, and cook top free from grime (including oven trays and racks) • Refrigerator emptied and free of debris 	
Bedrooms	<ul style="list-style-type: none"> • Closets emptied, hangers removed 	
Laundry	<ul style="list-style-type: none"> • Dryer lint screen cleaned • All laundry items removed 	
General	<ul style="list-style-type: none"> • External areas returned to same condition, including gardens, pools, garage • <u>Dog waste picked up!!</u> • Furnace filters changed • Burnt out light bulbs replaced • All rubbish and personal items removed 	

Keys	<ul style="list-style-type: none">• All keys, remotes and pool passes must be returned to Metz & Webster !!	
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Metz & Webster Realty and Property Management - Two key drop-off locations :

555 N Rainbow Ste 300 Las Vegas NV 89107

5575 Simmons PO BOX 1-555, North Las Vegas NV 89031