



BASIC PROPERTY CLEANING REQUIREMENTS

HGC Asset Management, LLC and its associates maintain strict compliance with Federal and State Fair Housing laws and the National Association of Realtors Code of Ethics which make it unlawful to discriminate on the basis of race, color, religion, sex, disability, familial status, national origin, sexual orientation or gender identity.

The following is a list of items that will be examined after your move out. In order to receive the maximum refund of your deposit, you will need to meet the **minimum** expectations of cleanliness.

GENERAL

- All personal belongings and garbage must be removed from the premises. This includes but is not limited to: shower curtains, trash cans, toiletry items, shelf paper, and food items
- Remove all tacks and /or nails from the walls. Any and all marks on the walls must be repaired and / or cleaned
- Clean all light fixtures and replace all burned out and missing light bulbs. If light bulbs are missing or burned out, Tenants will be charged for replacements
- Change all Air Conditioning filters

FLOORS

- Carpets should be professionally cleaned at Tenants expense and the receipt provided with the keys. If professional receipt is not provided, Tenants will be charged for the cleaning
- Thoroughly clean all floors as appropriate. All spots and stains must be removed

BATHS

- Thoroughly clean and disinfect the bathrooms including sinks, countertops, bathtubs, showers, toilet, doors, cupboards and drawers; inside and out

WINDOWS

- Leave no visible dust, dirt, grime, or fingerprints on interiors of windows or window sills
- Clean all window blinds and replace any window coverings. Drapes, if applicable, must also be cleaned



KITCHEN

- Empty refrigerator and freezer of all food items. Clean and disinfect interior of both freezer and refrigerator.
- Clean the oven, stovetop, burners, and drip pans. If drip pans cannot be cleaned, the must be replaced at Tenant expense
- Clean the grease trap and vent fan above the stove
- Remove all shelf paper
- Clean and disinfect all counter tops, sinks, cupboards and drawers; inside and out

EXTERIOR

- Mow, trim, and edge the yard prior to move out. Be sure to remove all debris and garbage from the yard
- If there is a deck or patio, it must also be cleaned and free from debris and garbage
- Secondary structures such as garages and / or storage buildings, must be emptied of all personal belongings and trash and swept clean
- Swimming Pools and Spas: Leave water at the necessary level for the equipment to function properly. Also ensure chemicals are at the right level and filters can function properly and are not obstructed

PETS

- Remove any pet housing and all pet debris from the yard
- Repair any and all damage your pets have caused
- If the interior of the Property has a pet odor, 24 Doors Property Management will have to do extensive disinfecting and cleaning at the Tenants expense.