



Dear Tenant,

We hope you have enjoyed living here. In order to mutually end our relationship on a positive note, this move-out inspection check list describes how we expect your unit to be left and what our procedures are for returning your security deposit.

Basically, we expect you to leave your rental unit in the same condition it was when you moved in, except for normal wear and tear. (Please see Wear and Tear Disclosure)

Please don't leave anything behind--that includes bags of garbage, clothes, food, newspapers, furniture, appliances, dishes, plants, cleaning supplies, or other items that belong to you.

Please be sure you have disconnected phone and utility services, canceled all newspaper subscriptions, and sent the post office a change of address form. Per the lease all utilities are to be left on for 3 business days from date of move out and must be active until the final inspection is complete.

Please be sure to give us your forwarding address where we may mail your security deposit refund reconciliation. You can email it to: info@lv-pm.com

It's our policy to return all deposits either in person or at the address you provide within 30 days after you move out and we have received all keys, remotes, etc. If any deductions are made--for past due rent or because the unit is damaged or not sufficiently clean when compared to the move in property condition report--they will be explained in writing. **Please note:** Tenant to provide receipts of utility payments for closing bills within 20 days of move-out in order to receive security deposit refund or we hold \$300 until proof of payment in full.

Keys are to be dropped off Monday through Friday between 8:30AM and 4:30PM at 9420 W. Sahara Ave, Ste. 100, Las Vegas, NV 89117 – Northwest corner of Sahara and Fort Apache in the Keller Williams Building.

Once keys have been dropped off, our home inspection company will be notified so they may go and do the move out inspection. You will receive a copy of that inspection via email.

If you have any questions, please contact us at: [\(702\) 212-2211](tel:702-212-2211) or email us at: info@LV-PM.com.

Sincerely,

Keith Thomsen

Keith Thomsen
Landlord/Manager

LARGE VISION PROPERTY MANAGEMENT

9420 W. Sahara Ave. #100 ♦ Las Vegas, NV 89117

Tel: 702-212-2211 ♦ Fax: 702-441-0838

info@lv-pm.com ♦ www.LV-PM.com

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Move Out Inspection Check-List

This is not an all-inclusive list, but should be used to assist in getting the property in rent ready condition.

INTERIOR:

- Windows sills and tracks cleaned
- All walls fingerprint / dirt smudges cleaned
- Door tracks, casings, light switches fingerprints / dirt smudges cleaned
- All Baseboards wiped off and clean
- All blinds dusted and washed
- All solid surface floors to be swept and mopped
- All carpets and rugs are to be **professionally** cleaned and copy of receipt provided to property manager at time of move out. Professionally cleaned includes vacuumed, raked, shampooed, and suctioned so all excess water is removed. Stains need to be removed and all pet odors need to be treated and removed. Using a “discount” carpet cleaner typically is a waste of your money and they can cause damage to the carpet which you will be responsible for. Typically they use excessive amounts of water, and then do not suction the water up, which causes mold and mildew. If the carpets are not properly cleaned we will have the carpets properly cleaned and you will be billed for that service plus any damage that may have been caused.
- All cabinets cleaned, wiped out, drawers clean/wiped out
- All closet shelving cleaned
- Removal of dust and cobwebs
- All pot shelves cleaned
- All counter tops, vanities cleaned
- All sinks cleaned
- Refrigerator, defrosted, cleaned and all drawers cleaned, under frig cleaned, wipe down exterior (turned off & door left open)
- Stove and oven cleaned (under burners if applicable)
- Stove exhaust hood and fan filter cleaned and degreased
- Microwave cleaned and wiped out
- Bathroom floors cleaned
- Bathroom toilets cleaned
- Stains and soap scum removed from shower / bathtubs
- Bathtub / Shower enclosure/bottom cleaned
- Bathroom sinks, mirrors, vanities, bathroom cleaned and drawers wiped out
- Remove all mold/mildew from walls
- All faucets free of water spots, leaks/drips
- Properly working door stops
- Outlet covers/switch plates left in good condition
- All light bulbs functioning throughout
- All lighting fixtures/ceiling fans cleaned
- All vents cleaned and new air filters installed at air conditioner/heater
- Water softener filled with salt (if applicable)
- Fireplace cleaned out / glass cleaned (if applicable)
- Washer / dryer cleaned out, lint trap cleaned, behind and under unit(s) cleaned
- All personal items removed from property

EXTERIOR:

- Lawn freshly mowed / trimmed and edged
- Sprinkler / bubble drip working properly
- Trash off of property
- Carport / driveway / garage cleaned and free of all oil stains
- All screens on windows undamaged / torn (unless noted on original property inspection report)
- All storage units / sheds clean and in good repair
- Pool / spa filters cleaned, water balanced, leaf traps emptied
- Windows cleaned in/out

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