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Tenant items that must be cleaned prior to move out: Regardless of the condition of the home at move in, the following standards of cleanliness will be adhered to at move out:

- 1.) **Range, Oven, Burners & Reflectors:** All interior & exterior surfaces must be completely free of dirt, grease & baked food deposits, to include under the burner reflectors. Drip pans should be replaced if necessary.
- 2.) **Refrigerator** (if applicable): Remove the kick plate at the bottom front of the refrigerator & vacuum out. Clean inside & outside of refrigerator & freezer.
- 3.) **Dishwasher:** Clean interior & remove any food particles. Clean soap holder, racks & trays by running a cycle with vinegar. Clean exterior.
- 4.) **Heating/Cooling Vents, Register & Wall Heater:** Remove all dirt & lint accumulations. Remove & thoroughly clean or replace dirty filters.
- 5.) **Ventilating Hood:** Clean interior & exterior surfaces of dirt & grease. Clean or change filter. Insure the light & fan are operational.
- 6.) **Kitchen Cabinets:** Empty & wipe out all stains & food particles.
- 7.) **Windows & Blinds:** Vacuum blinds or wipe down as necessary to remove dust or stains. Wipe windowsills & frames to remove dust, spots or stains. Wash windows inside & out.
- 8.) **Walls & Ceilings:** Brush out all corners to remove any dust/or spider webs. Wipe down smudges and foot prints. All wall plates should be cleaned and replaced as necessary.
- 9.) **Woodwork:** Wipe down doors, frames and baseboards as needed.
- 10.) **Hardwood Floors, Tile or Linoleum:** Sweep and mop with a mild soap or cleaner.
- 11.) **Carpets:** Carpets are to be vacuumed and professionally shampooed. Receipt for cleaning is required at check out. If there is a pet on the property, the carpets must also be chemically sanitized. Please insure that you employ a reputable cleaner. If, in the opinion of the property manager, the carpets have not been cleaned to standard, we will order them cleaned again and deduct the cost from your deposit.
- 12.) **Closets, Shelves & Drawers:** Empty of all hangers, wipe down shelves and vacuum and wipe out drawers.
- 13.) **Light Fixtures:** Remove, clean and replace any burned out bulbs. All fixtures must have appropriate type and wattage bulbs.
- 14.) **Fireplace:** Clean and vacuum thoroughly.
- 15.) **Smoke Alarms:** All must be serviceable. Battery replacement is the responsibility of the tenant.
- 16.) **Bathrooms:** Clean all tiles and shower doors to remove lime deposits and mildew from grout. All fixtures, tub, shower, toilet and sink must be free of lime and soap deposits. Wipe out all cabinets and drawers and clean mirrors.

- 17.) Porches or Patios:** Sweep clean or hose down to remove debris or built up stains. This is especially important if pets were on the property.
- 18.) Storage Shed:** Remove all trash and debris.
- 19.) Lawn:** Remove all trash and debris. Must be cut, trimmed and edged. Weed flowerbeds and trim shrubbery and trees (lower hanging branches). Wasp nests and fire ant mounds are to be treated by the tenant.
- 20.) Garage or Carport:** Remove all trash and debris, including personal belongings in the attic. Sweep and wash out if necessary. Clean oil and/or grease from floor and driveway.

Security Deposits: Security will be forfeited when a lease is violated! Under Texas Law, the Security Deposit cannot be used for payment of the last month's rent. Penalty for applying the security deposit to rent is treble the amount, plus attorney's fees. The list below contains the **Minimum** we will charge for damages appearing at check out. If the actual charge is greater, you will be billed that charge. Deposits will be forwarded to you within thirty days of the Lease Termination Date, less any amounts withheld for repair and cleaning. Please provide us with your forwarding address. Do not plan to receive your deposit before the expiration of the permitted thirty days.

Minimum Charges

1.) Cleaning a dirty stove	\$50.00
2.) Cleaning a vent hood	\$20.00
3.) Cleaning a refrigerator	\$50.00
4.) Removing trash from inside and/or outside property	\$50.00
5.) Broken window	\$75.00
6.) Broken patio door glass (includes scratches)	\$200.00
7.) Window screen	\$25.00
8.) Patio screen door	\$95.00
9.) Replacement of range drip pans	\$35.00
10.) Replacement of heat lamp	\$20.00
11.) Replacement of battery in smoke alarm	\$10.00
12.) Replacement of ceiling light cover	\$20.00
13.) Cutting, edging and trimming of lawn	\$50.00
14.) Flea treatment of house and yard	\$200.00
15.) Mini blind replacement	\$25.00
16.) Vertical blind replacement	\$100.00
17.) Light bulb (each)	\$2.00
18.) Heat & A/C filter	\$15.00
19.) Second trip for property walk thru	\$45.00