



VACATING GUIDE

OUTSIDE

Item	Completed
Lawns to be mowed and edges trimmed.	
Weeds to be removed from lawn and garden beds.	
Verandahs/Patio, Garage/Carport, Driveway and Paving to be swept, free of debris. Any oil stains to be removed.	
Weeds to be removed from paving.	
Cobwebs to be removed from eaves, carports and sheds.	
Where pets are kept on the property, all animal droppings to be removed.	
No rubbish to be left of the premises – this includes ensuring rubbish bins are empty. If bins are not empty, we will arrange for them to be emptied – labour and tip fees will apply.	

INSIDE

Item	Completed
Carpets to be professionally cleaned as required (a receipt must be produced).	
All hard floors to be washed.	
Bathroom floors, shower and tiled areas to be scrubbed. Grout to be clean.	
Bathroom glass to be cleaned (shower screens, mirrors, etc.).	
Toilet (including the seat and pedestal) should be thoroughly cleaned.	
Windows to be cleaned (both inside and out). Flyscreens to be brushed.	
Window runners to be vacuumed, sills, tracks and skirting boards to be dusted.	
Oven, shelves, grill, drip trays and hot plates to be cleaned. Oven surround and control panel also to be cleaned.	
Exhaust fan covers to be cleaned.	
All kitchen bench tops and cupboard doors to be cleaned.	
All cupboards to be cleaned, both inside and outside surfaces.	
Kitchen and Laundry sinks to be cleaned.	
Dishwasher to be cleaned.	
Light fittings to be cleaned, with insect spots washed off if necessary. Blown light globes to be replaced.	
Ceiling fan blades to be cleaned (if applicable).	
Hand marks to be removed from walls, doors and around light switches.	

Organise the disconnection of all services, e.g. gas, electricity, telephone, water and arrange redirection of mail with the Post Office.

All furniture and personal items must be cleared from the property. Storage of any items left at the property will be at your own risk and Elders Real Estate accepts no responsibility for those items stored or left at the property.