

## Residence Move Out – Cleaning Checklist for unit with two roommates

To evenly distribute cleaning responsibilities, taking into consideration the date of departure, this checklist was made to ensure that the areas that get “dirty” the fastest are done later than cleaning items that don’t need to be done as often

Resident Name:

Move Out Date:

### Common area cleaning to complete before your departure date:

- Return all furniture to original set up in common areas
- Check under and in between seat cushions, under & behind all furniture for belongings and waste
- Clean out the storage room
- Vacuum & mop kitchen, living room, hallways, stairs, bathroom
- Clean inside and outside of microwave and stove
- Take out any garbage present at this time

### Bedroom cleaning to complete before your departure date:

- Check drawers, closet(s), under/behind the mattress & furniture for belongings and waste
- Vacuum bedroom floor
- Wipe down all surfaces
- Remove all belongings & waste
- Helpful tip: leave all drawers and closet open to help you remember that you removed everything
- Reminder: remove all belongings from common areas (don’t forget to check the bathroom & kitchen cupboards, fridge and living room)

Resident Name:

Move Out Date:

### Common area cleaning to complete before your departure date:

- Clean Inside and outsides of the Refrigerator
- Cleaning in kitchen/bathroom cupboards, getting rid of any expired foods or waste
- Wipe down bathroom surfaces, toilet and bathtub
- Wipe down kitchen surfaces and sink
- Take out any garbage present at this time

### Bedroom cleaning to complete before your departure date:

- Check drawers, closet(s), under/behind the mattress & furniture for belongings and waste
- Vacuum bedroom floor
- Wipe down all surfaces
- Remove all belongings & waste
- Helpful tip: leave all drawers and closet open to help you remember that you removed everything
- Reminder: remove all belongings from common areas (don’t forget to check the bathroom & kitchen cupboards, fridge and living room)