

Moving out guide

Guide to cleaning - You are expected to return the property (bedrooms, bathrooms and communal areas) to us in the condition you found it.

As a minimum, you should:

- Remove all belongings and **rubbish** – anything left in the property after you have left will be disposed of and you will incur a charge.
- Sort your rubbish and put it in the correct recycling bins.
- Remove any additional furniture you have brought to the property.
- Leave the gardens clear of any rubbish or weeds (Front and back).

Bedrooms	Bathrooms/shower rooms/ensuite
Empty wardrobe and drawers and wipe clean	Clean shower, shower door, sink and toilet and remove any limescale
Wipe all surfaces (Including tops of wardrobes and skirting boards)	Scrub floors and clean tiles
Vacuum/clean carpet	Wipe clean all surfaces
Clean window frames & glass	

Shared responsibility

You are responsible for your room but the communal areas are a shared responsibility. If there are cleaning or damage charges in these areas, they will be divided between all house/flatmates. It is important to meet with your house/flatmates and agree who will be completing tasks. If you are leaving before your flatmates please make sure you have completed your share of the communal cleaning.

Kitchen	Communal area
Clean ovens	Vacuum all floors
Empty fridge/Freezer & clean	Scrub floors
Empty kitchen cupboards/drawers & clean	Wipe clean all surfaces (Inc skirting boards)
Clean kitchen bin	Move furniture & clean under
Clean Microwave	
Clean inside doors of dishwasher & washer	