



CHECKLIST & USEFUL INFORMATION MOVING OUT CLEANING

Before the Moving Out, you need to ensure that the accommodation is properly cleaned. A move-out cleaning is more thorough than a normal cleaning service. If you decide to do the cleaning yourself, you must make sure that all parts of the accommodation are cleaned. Use the below checklist for guidance.

If you decide to use a professional cleaning company, make sure to order a move-out cleaning. Please discuss with your Human Entrance Case Manager if you need help finding a cleaning company.

GENERAL

- Make sure to remove all personal belongings from the accommodation.
- Remove (recycle if possible) all garbage, empty bottles, newspapers etc.
- Use appropriate cleaning material to avoid unnecessary damages.
- Inspect furniture and textiles for stains. Contact a dry cleaner if needed for stain removal.
- If there are damages, discuss with your Human Entrance Case Manager *before* the move-out inspection.

ALL ROOMS

- Vacuum floors and wipe with a damp mop.
- Wipe all doors and door frames with a damp cloth.
- Wipe all skirting boards with a damp cloth.
- Wipe all wardrobes, cupboards, handles etc inside and out, with a damp cloth.
- Clean windows (all sides).
- Dust and wipe radiators.
- Dust all general surfaces.

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Cont.

KITCHEN

- All kitchen supplies need to be cleaned and stored.
- With a damp cloth, wipe the inside and the outside of all cupboards and drawers.
- De-frost the freezer. Start this a couple of days before your move out, as it will take some time. Make sure that the water does not damage the floor.
- Empty the fridge from all food items. Clean the outside and inside.
- Oven and microwave – using appropriate supplies, clean all surfaces, baking trays and racks.
- Stove – clean the surface using appropriate cleaning liquid. Pull the stove from the wall (if free standing) to be able to reach the sides and the wall behind. Clean all sides of the glass door.
- Kitchen fan – clean both inside and outside. Remove filter, clean thoroughly, dry and put back in place.
- Dish washer – start the machine empty with special de-grease detergent. Clean the inside and outside.
- Sink and work surfaces – clean all surfaces thoroughly using appropriate supplies.
- Clean the drain in the sink.

BATHROOM

- Walls / tile – wipe clean.
- Toilet – clean thoroughly.
- Bathroom sink – clean the drain and the sink both inside and outside. Wipe all pipes.
- Bathtub – clean the drain and clean the bathtub thoroughly. The drain might be under bathtub.
- Shower – clean drain, walls, shower doors etc.
- Bathroom cabinet/s – clean inside and outside and all mirrors.

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