

MOVING OUT CHECKLIST – Self Catered Flats

Entrance And Shared Corridors & Halls Cleaning Materials Required: <ul style="list-style-type: none"> Vacuum cleaner (provided in your flat or ask at Reception) 		Kitchen/Lounge Cleaning Materials Required <ul style="list-style-type: none"> Kitchen cleaner product & cleaning cloths (available from local shops/stores) Vacuum cleaner, dustpan and brush, mop and bucket (provided in your flat or ask at Reception) 			
Remove all rubbish and personal belongings	<input type="checkbox"/>	Remove all rubbish and personal belongings	<input type="checkbox"/>		
Remove all personal items from storage areas	<input type="checkbox"/>	Remove all items from kitchen units	<input type="checkbox"/>		
Vacuum Carpet or Wash Floor	<input type="checkbox"/>	Clean kitchen units and drawers inside & out, including doors & shelves	<input type="checkbox"/>		
Clean all surfaces eg skirtings, heaters, shelves, mirrors	<input type="checkbox"/>	Sink: Clear of all dishes and clean all surfaces	<input type="checkbox"/>		
Shared bathroom/ensuite Cleaning Materials Required <ul style="list-style-type: none"> Bathroom cleaner product & cleaning cloths (available from local shops/stores) Vacuum, dustpan and brush, mop and bucket (provided in your flat or ask at Reception) 		Sofas/Chairs: Vacuum and clean all surfaces	<input type="checkbox"/>		
		Microwave: Clean inside & out	<input type="checkbox"/>		
		Kettle: Clean by wiping down surface	<input type="checkbox"/>		
		Worktops: Clean all surfaces	<input type="checkbox"/>		
Remove all rubbish and personal items	<input type="checkbox"/>	Kitchen bin & lid: Clean all surfaces	<input type="checkbox"/>		
Bath/shower wall panels, tiles and shower door: Clean all surfaces	<input type="checkbox"/>	Table & Chairs: Clean all surfaces	<input type="checkbox"/>		
Bath/shower fittings: Clean all surfaces	<input type="checkbox"/>	Carpet: Vacuum	<input type="checkbox"/>		
Drains: Remove all hair and any other blockages	<input type="checkbox"/>	Vinyl Flooring: Sweep/vacuum and wash	<input type="checkbox"/>		
Sink: Clean all surfaces including taps	<input type="checkbox"/>	Clean all surfaces eg skirtings, heaters, shelves			
Toilet: Clean all surfaces, including toilet bowl, seat and lid	<input type="checkbox"/>	Fridge/Freezer Cleaning Materials Required <ul style="list-style-type: none"> Kitchen cleaner product & cleaning cloths (available from local shops/stores) 			
WC brush and holder: Wash brush and holder	<input type="checkbox"/>	Remove all food and drink items from fridge AND freezer. You may need to defrost freezer to remove items from the freezer section	<input type="checkbox"/>		
Vinyl floors: Sweep and wash	<input type="checkbox"/>	Clean all internal surfaces, including drawers and shelves	<input type="checkbox"/>		
Clean all surfaces eg skirtings, shelves, soap dish, mirror	<input type="checkbox"/>	Clean all external surfaces, including the top	<input type="checkbox"/>		
Bedroom Cleaning Materials Required <ul style="list-style-type: none"> General cleaning product & cleaning cloths (available from local shops/stores) Vacuum cleaner, dustpan and brush, mop and bucket (provided in your flat or ask at Reception) 		Cooker Cleaning Materials Required <ul style="list-style-type: none"> Kitchen cleaner product, Oven cleaner product and cleaning cloths (available from local shops/stores) 			
		Clean grill and grill pan, leaving no build up of grease	<input type="checkbox"/>		
		Remove all your items from walls ie posters, photos	<input type="checkbox"/>	Clean oven of all spillages	<input type="checkbox"/>
		Remove all items from drawers, shelves and wardrobes	<input type="checkbox"/>	Clean oven shelves	<input type="checkbox"/>
Vacuum inside of drawers and wardrobes	<input type="checkbox"/>	Clean top, sides and front of cooker	<input type="checkbox"/>		
Furniture, including shelves: Clean all surfaces	<input type="checkbox"/>	Clean control panel by wiping all surfaces	<input type="checkbox"/>		
Wash skirting and door surfaces	<input type="checkbox"/>	<div style="background-color: #1a3d54; color: white; padding: 10px;"> <p>Please remember residents are:</p> <ul style="list-style-type: none"> equally responsible for clearing and cleaning shared spaces solely responsible for clearing and cleaning bedrooms and ensembles <p>Charges will apply if accommodation is not returned to us in acceptable condition.</p> </div>			
Wipe removable marks from walls	<input type="checkbox"/>				
Waste bin: Wash inside and clean all external surfaces	<input type="checkbox"/>				
Light switches: Clean all surfaces	<input type="checkbox"/>				
Heater: Clean all surfaces	<input type="checkbox"/>				
Remove all rubbish and personal items	<input type="checkbox"/>				
Check under bed and furniture for rubbish/personal items	<input type="checkbox"/>				
Vacuum carpet/floor, including under the bed and behind movable furniture	<input type="checkbox"/>				
Vinyl floor (where applicable) – wash floor	<input type="checkbox"/>				