



PINTAIL

Property Management

Move Out Check List

We desire to return all of your security deposit. An important aspect of that is returning the home in a clean condition and leaving the home ready for it's new occupants. Here's a checklist to help ensure that this is the case.

Move Out Checklist

- Provide forwarding address
- Inform in writing how security deposit should be returned if not equally between all tenants.
- Remove all trash and personal items from property
- Inform Property Manager of any needed maintenance items/issues
- Call utilities and schedule last day of service corresponding with end of lease
- Inform Property Manager of last day of utility service
- Turn ice maker to "off" position (if applicable)
- Turn HVAC/Heat to off position
- Return keys to office or as instructed / agreed with Property Manager