

Vance Family Housing Residential Guidelines Section 4.4-4.5.

Cleaning Requirements upon Vacating Home

4.4 Cleaning Requirements (Vacating Home)

The Resident is responsible for leaving the home in original move-in condition, except for normal wear and tear, in a broom-clean condition and free of any trash or personal items. Broom clean condition means that the home is clean throughout – all surfaces wiped down and all flooring has been swept or vacuumed prior to the move-out inspection. The following outlines the cleaning requirements:

1. Stove/Range and Hood: Remove burned/crusted-on food and grease from accessible surfaces, drip pan, oven rack inside oven, exhaust fan and filters, and range hood. Do not disassemble the range or hood.
2. Refrigerator: Defrost and wipe down inside and outside to remove grease and food particles; accordion folds on seal must be free of food particles, mildew and other debris; refrigerator shall be left on the lowest setting with door closed.
3. Garbage Disposal: Remove residue at the rim in the sink.
4. Dishwasher: Remove any food particles, soap residue, and grease on both interior and exterior surfaces. Do not disassemble.
5. Cabinets: Wipe down inside and out, all drawer liners removed.
6. Walls and Other Interior Wood Trim: Wipe down and remove grease and debris.
7. Sinks: Remove Food particles, grease, soap residue, hard water, and any removable stains.
8. Lavatories, Commodes, Showers, Bathtubs, Glass Enclosures and Medicine Cabinets: All soap residue, hard water, and mildew must be removed. Clean removable stains from walls and shower tile. Wet mop the floors.
9. Walls, Ceilings, Woodwork, Baseboards and Doors: Clean only those walls that are accessible. Spot clean to remove food, pencil and crayon marks, cobwebs, removable stains, grime and excessive dirt. Carefully remove nails and hangars placed by resident.
10. Light Fixtures, Venetian Blinds/Shades: Clean and dust.
11. Ventilation, Air Vents/Grills: Wipe down or vacuum to remove dust.
12. Carport, Garages, Porches, Storage Rooms, Patios and Walls: Remove dirt, cobwebs, etc. from exterior doors, walls and ceilings. Remove excessive oil and grease from concrete paved areas.
13. Grounds: Mow, edge, and trim fenced in yards. Any areas damaged by pets, garden plots, storage sheds, etc. must be restored. Any and all pet waste around entire home must be removed.
14. Garbage Containers: Trash receptacles must be empty and cleaned.
15. Windows: Residents are not required to clean outside windows, only high traffic windows/glass doors.
16. Carpeted surfaces are vacuumed and free of excess spots or stains. If there are significant stains/odors that go above and beyond normal wear and tear, we may suggest at the time of the pre-out inspection the carpets are steamed cleaned to avoid excess charges.
17. Floors (linoleum/planking): Sweep, damp mop and/or vacuum.

Any work not completed by the Resident will have to be completed by the maintenance staff or a contractor and will be charged back to the Resident. Damage and cleaning charges are outlined in Section 12 of the Resident Guidelines and is also available at the neighborhood management office.

4.5 Normal Wear and Tear

Repairs to the home, or repair and/or replacement of equipment provided by VANCE FAMILY HOUSING, due to normal wear and tear will be at VANCE FAMILY HOUSING's expense. The cost of repairs and/or replacements, resulting from damages caused by Resident in excess of normal wear and tear, will be the responsibility of the Resident. A damage cost sheet is located in Section 12 of these Resident Guidelines and can also be obtained at the property management office.