

# CROSKEY REAL ESTATE MOVE-OUT CHECKLIST TEMPLATE

- ☐ Notice of Intent to Vacate. As you plan to leave your home, \_\_\_\_\_  
please be sure to let us know. We require written notice of your  
intent to vacate, which will allow us to begin the marketing process  
for your unit. Please refer to your lease for specific terms.
- ☐ Property Condition. Your property needs to be returned to \_\_\_\_\_  
rent-ready condition when you vacate the premises. Please make  
sure the following items are addressed: \_\_\_\_\_
- ☐ Rental Cleaning: Your property should be thoroughly cleaned, \_\_\_\_\_  
with hard floors swept, carpeting shampooed and vacuumed,  
and windows cleaned. Pay careful attention in the kitchens and  
bathrooms, cleaning and sanitizing countertops, appliances,  
and light fixtures as necessary. \_\_\_\_\_
- ☐ Landscaping & Outdoor Areas: Be sure to take care of any \_\_\_\_\_  
outdoor chores, as necessary, including mowing the lawn, \_\_\_\_\_



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burnt bulbs, and weeding landscape areas.

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Repairs: If damage has occurred inside your unit during your stay,  
speak to one of our property management staff members to find  
a resolution.

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Security Deposit We will return your security deposit to you as  
quickly as possible. Please note, any fees, back rent, and repair  
costs will be deducted from the security deposit.

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**Please note, the security deposit cannot be used to pay  
your final rent bill. Failure to pay may result in collections  
action and additional fees.**

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# DISCLAIMER

THE INFORMATION PROVIDED IN THIS GUIDE IS INTENDED TO SERVE AS A HELPFUL RESOURCE AND GUIDE FOR VARIOUS PURPOSES. HOWEVER, IT IS CRUCIAL TO NOTE THAT THIS IS NOT A FINAL MOVE-IN GUIDE, AND CIRCUMSTANCES MAY VARY BASED ON INDIVIDUAL PREFERENCES, LOCATIONS, AND SPECIFIC SITUATIONS.

WE WOULD LIKE TO EMPHASIZE THAT THE USAGE OF THIS LIST IS AT YOUR OWN DISCRETION. WHILE WE HAVE MADE EFFORTS TO COMPILE ACCURATE AND RELEVANT INFORMATION, WE CANNOT GUARANTEE ITS APPLICABILITY TO EVERY SITUATION OR THE COMPLETENESS OF THE GUIDE.

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THIS GUIDE IS NOT A SUBSTITUTE FOR PROFESSIONAL ADVICE, AND INDIVIDUALS SHOULD SEEK SPECIFIC GUIDANCE TAILORED TO THEIR NEEDS. WE DISCLAIM ANY LIABILITY FOR ACTIONS TAKEN BASED ON THE INFORMATION PRESENTED IN THIS GUIDE.

THANK YOU FOR YOUR UNDERSTANDING, AND WE HOPE YOU FIND THIS GUIDE INFORMATIVE AND HELPFUL IN YOUR SPECIFIC CONTEXT.



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