

End of Tenancy Guide

Please ensure that the property has been thoroughly cleaned, is left tidy. Should a property not be cleaned to the required standard the Agent or Landlord will arrange professional cleaning; the cost of which will be deducted from the Tenant's deposit.

General

Carpets – Carpets should be professionally cleaned at the end of the Tenancy. A tenant is unlikely to achieve a professional clean using domestic products. Some cleaning products may cause more damage to the carpet. A professional clean will remove dirt and lift the pile of the carpet.

Cleaning - The property should be left both hygienically and visibly clean. Skirting boards, doors, windows sills and banisters and doorframes along with all other painted surfaces should be cleaned. Door handles, light switches, light pulls and power sockets should all be cleaned. Lampshades and light fittings must be dusted.

Light Bulbs – all light bulbs should be working and if not they will be replaced by an electrical contractor and the cost deducted from your deposit.

Windows- must be cleaned inside and outside.

Curtains – should be dry cleaned if they have been soiled during the Tenancy otherwise they must be meticulously vacuumed to remove dust. Water marks and mildew stains are classed as damage and a compensation charge shall be deducted from the deposit. Curtain poles/rails must be cleaned and dust free. Venetian blinds should be dusted and presented clean and free from damage.

Smoke Detectors & CO2 Detectors - Must be checked and batteries replaced where required.

Gas, Electric, Oil and Water meters will be read, preferably with the outgoing tenant to avoid any disputes later. This usually means electric and water, mostly gas and sometimes regarding cesspits etc. proof of emptying needs to be given. Regarding oil tanks there needs to be evidence shown that the tenants have refilled this to the level at the start of the tenancy. In the event that the tenant has had the meter changed to "pay-as-you-go" meter the original meter will need to be re-installed at the tenants cost.

Belongings and Possessions should be removed from the property and shall result in a removal charge if left and then shall be disposed of; this includes food and other small items.

Keys -Please ensure that all window and door keys are left in their original place at the property. If keys are missing the Agent / Landlord has the right to change the relevant locks and deduct the cost from the deposit. It should be agreed with the Agent/ Landlord about the return of keys.

Kitchen

Kitchen cupboards and drawers must be emptied and washed thoroughly inside as well as on top. All door and drawer fronts should be cleaned to remove finger marks and stains.

Hobs and Ovens- must be professionally cleaned.

Extractor Hoods must be thoroughly de-greased as must all surfaces surrounding a hob unit and the tiles behind the extractor hood filters should be washed in a dishwasher (if metal) or replaced (if fabric).

Fridges and Freezers must be defrosted before being cleaned thoroughly inside and outside. The doors left propped open with the power switched off.

Washing Machines- Soap dispenser trays in washing machines must be thoroughly cleaned out and all debris removed from the rubber rim.

Dishwashers must have the door edges cleaned and the soap tray and filter cleaned out.

All appliances must be cleaned thoroughly inside and outside.

Bathroom & Toilets

Toilets must be thoroughly cleaned above and below the water level. Toilet bowls bleached inside and left disinfected. Undersides of toilet seats, the toilet pedestal and the pipes behind the toilet must be thoroughly cleaned.

Limescale should be removed from around taps, inside toilet bowls and inside shower heads. Sink/bath/shower outlets – hair must be removed from all water outlets and all plugs left intact. Mildew must be removed and is the Tenants responsibility to prevent build up.

Mirrors and mirrored wardrobes must be cleaned of finger marks.

Shower curtains must be replaced at the end of the Tenancy if they cannot be satisfactorily laundered to remove soap/mildew.

Outside of the Property

Windows must be cleaned inside and outside and any mildew on the inside frames should be removed.

Chimneys must for open fires and wood burners must be swept regardless of use. This will not only clean and check the chimney but also remove any unwanted birds nests.

Dustbins must be left in a clean and hygienic condition. Refuse: Tenants must arrange disposal of rubbish from the property before they leave. A charge will be incurred if the Agent/Landlord has to arrange for this to be done.

Garages must be emptied of all Tenants belongings and refuse and swept out. Porches should be swept out and cobwebs removed.

Gardens to be left seasonally tidy with grass cut, beds weeded and any garden rubbish removed. Gardens not left in an acceptable condition will be professionally tended and the cost deducted from the deposit.

Other Chargeable Items

Maintenance issues, such as leaks, that have happened during the Tenancy and that have been left unreported to the Agent/ Landlord may be subject to a charge that shall be deducted from the deposit.

Damage that has happened during the Tenancy shall have the full cost of the repair deducted from the deposit.

Redirection of Mail - Please ensure that the Agent/Landlord is informed of your new address immediately and that you have made Post Office arrangements to redirect all your mail. Neither the Agent, Landlord nor the new Tenants are obliged to forward mail.