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**MINIMUM CLEANING REQUIREMENTS FOR OUT PROCESSING, IF  
RESIDENT PAYS FOR CLEANING AGREEMENT**

1. Remove all trash, food, and personal belongings from all rooms, closets, cabinets, and interior and exterior storage rooms.
2. Broom sweep all floors and vacuum all carpeted areas removing all dirt and debris. All stains (to include pet stains) and heavily soiled carpet must be cleaned prior to the final inspection. Carpets with stains or heavily soiled areas may result in additional cleaning charges to the resident. Remove adhesive from hard floors such as tile or terrazzo.
3. Remove all crayon, marker, pen, pencil markings on walls, doors, ceilings, etc. This is not normal wear and tear and can cause the resident to be charged damages.
4. Remove all nails, screws, hooks, and stickers from walls, ceilings, doors, etc.
5. Any wall(s) painted a different color by the resident will be returned to the original color prior to move-out. Contact management for more details.
6. If chain link fence was installed by resident after move in it must be removed. Fencepost holes must also be filled.
7. If resident has/had a fenced yard the lawn inside that fence needs to be mowed.
8. Animal feces must be removed from exterior yards, patios, and porches.
9. No tires, hazardous materials, batteries, or other personal items can be left on the premises.
10. The garbage and recycling containers must be empty, hosed out, and odor free.
11. All exterior storerooms, sheds, lockers must be completely emptied and swept.
12. Exterior doorways, garages, porches, and patios must be debris free and broom swept.
13. Satellite dishes and related wiring must be removed from the unit or the resident will be required to pay a removal fee.
14. Remove all child safety locks from cabinets, drawers, doorknobs.
15. Remove all shower curtains and related hooks.
16. All light bulbs must be operational at move-out. If the home came with CFL bulbs it must have CFL bulbs at time of move-out. This includes exterior spotlights, carport lights, and storage room light fixtures.
17. Any doorknob installed by the resident must be removed with the original door knob being re-installed.
18. Any exterior items attached to the home must be removed as well as porch mats lawn ornaments.

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Resident's Address

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Phone number

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Resident's Signature

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Date

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Resident Specialist Signature

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Date