

Residence Move Out – Cleaning Checklist for unit with four roommates

To evenly distribute cleaning responsibilities, taking into consideration the date of departure, this checklist was made to ensure that the areas that get “dirty” the fastest are done later than cleaning items that don’t need to be done as often

Resident Name:

Move Out Date:

Common area cleaning to complete before your departure date:

- Check under and in between seat cushions, under & behind all furniture for belongings, waste
- Clean the inside and outside of the stove

Bedroom cleaning to complete before your departure date:

- Check drawers, closet(s), under/behind the mattress & furniture for belongings, waste
- Vacuum bedroom floor
- Wipe down all surfaces
- Remove all belongings & waste
- Helpful tip: leave all drawers & closet open to ensure you removed everything
- Reminder: remove all belongings from common areas (don’t forget to check the bathroom & kitchen cupboards, fridge and living room)

Resident Name:

Move Out Date:

Common area cleaning to complete before your departure date:

- Return all furniture to original set up in common areas & clean out storage room
- Clean inside and outside of microwave and refrigerator

Bedroom cleaning to complete before your departure date:

- Check drawers, closet(s), under/behind the mattress & furniture for belongings, waste
- Vacuum bedroom floor
- Wipe down all surfaces, remove all belongings & waste
- Helpful tip: leave all drawers & closet open to ensure you removed everything
- Reminder: remove all belongings from common areas (don’t forget to check the bathroom & kitchen cupboards, fridge and living room)

Resident Name:

Move Out Date:

Common area cleaning to complete before your departure date:

- Vacuum & mop kitchen, living room, hallways, stairs, bathroom
- Wipe down bathroom surfaces, toilet and bathtub
- Take out any garbage present at this time

Bedroom cleaning to complete before your departure date:

- Check drawers, closet(s), under/behind the mattress & furniture for belongings & waste
- Vacuum bedroom floor
- Wipe down all surfaces, remove all belongings & waste
- Helpful tip: leave all drawers and closet open to ensure you removed everything
- Reminder: remove all belongings from common areas (don’t forget to check the bathroom & kitchen cupboards, fridge and living room)

Resident Name:

Move Out Date:

Common area cleaning to complete before your departure date:

- Clean in kitchen/bathroom cupboards, getting rid of any expired foods or waste
- Wipe down kitchen surfaces and sink
- Take out any garbage present at this time
- Final wipe down of refrigerator and any other areas that were used since last clean

Bedroom cleaning to complete before your departure date:

- Check drawers, closet(s), under/behind the mattress & furniture for belongings & waste
- Vacuum bedroom floor
- Wipe down all surfaces, remove all belongings & waste
- Helpful tip: leave all drawers and closet open to ensure you removed everything
- Reminder: remove all belongings from common areas (don’t forget to check the bathroom & kitchen cupboards, fridge and living room)