

## Final Inspection Guide

The following information has been prepared to assist you when vacating the property you have been renting through The Property Collective Limited.

We cannot inspect the property until you have removed all belongings of your belongings from the property.

We ask that, before the final inspection, you attend to the matters mentioned below and return the required form attached: Upon

- ✓ Advise our office of your new forwarding address and phone number so that we may provide you with the interest payment on your last month's cheque and your key deposit. (use form below)
- ✓ Arrange disconnection of your telephone, electricity and gas supply.
- ✓ Re-direct mail to your new address.

Please also attend to the following matters prior to our inspection. This will save time and prevent delays in the move out process and prevent potential legal action.

You should ensure that:

- ✓ The property is left in a very clean and tidy condition throughout with any stains removed from the carpets.
- ✓ All cupboards, shelves, drawers and counter tops are clean.
- ✓ Walls and doors are free of any marks, scratches, etc. Patching holes and painting may be required.
- ✓ Stove, oven and exhaust fans are spotless.
- ✓ Windows and sills are clean, inside and outside where possible.
- ✓ Any furniture, curtains or other items included with the property are in their original positions.
- ✓ Blinds/Curtains are clean.
- ✓ All garbage, bottles and rubbish are removed from the premises (interior and exterior, if applicable)
- ✓ The garage and/or locker are cleaned out and free of cobwebs, grease marks and garbage.
- ✓ Bathrooms are thoroughly cleaned, with all mould and soap scum removed from tiles and grouting. Ceiling mould must be removed. Toilets are to be cleaned inside and out, and the bathroom floors must be mopped.
- ✓ Lawns and hedges are trimmed and gardens weeded (this applies to townhouses and houses).
- ✓ Appliances are all cleaned, including fridge, stove, washing machine, dryer, dishwasher, etc.

**Should you require the services of a cleaner, gardener and/or carpet cleaner, please contact us at 647-258-4831.**