

## **MOVING OUT - INSTRUCTIONS FOR CLEANING**

Apartment and the storages that belong to the apartment are to be emptied and cleaned so that the next tenant moving in to the apartment does not need to clean the apartment before moving in. **Make sure that you do not leave in the apartment anything extra (lamps, shelves, washing machine, kitchen equipment, trash etc) that does not belong to the apartment.**

### **TAKE ACCOUNT OF THE FOLLOWING MATTERS:**

#### **Wet areas**

- Clean the toilet seat, hand wash basins, shower areas, bathtub and all water taps
- Clean floor drain
- Clean sauna benches
- Clean walls and floors

#### **Kitchen:**

- Empty, wash and defrost fridge and freezer. Be careful so that the melted water does not drain to the floor! Switch off the power from all of the refrigeration devices and leave the doors open so that the devices will not start to smell or in worse case mildew from inside.
- Stove, oven, hatch of the oven, baking trays and grate of the oven are to be cleaned and washed properly.
- Stove is to be removed from its place. Vacuum the spot where stove is removed from. Wipe out the stains from the background of the stove and from nearby surfaces.
- Clean the cooker hood/ range hood, grease filter and exhaust air valves
- The kitchen cabinets and drawers are to be wiped clean
- The cabinet for trash can and trash can are to be cleaned properly
- crumbs on the chopping boards are to be vacuumed or wiped away

#### **General:**

- Sweep/ vacuum and wash the floor surfaces by using a suitable detergent
- Clean the doors, jambs, windowsills and radiators
- Clean windows, cleaning is not required if the outside temperature is below 0 degrees
- Clean exhaust air valves
- Clean the balcony or possible own yard, and make sure that you do not leave there any of your belongings.
- Even though you would not need certain articles in your new home, those are not to be left to the apartment you are moving out from.
- Make sure that the belongings you are throwing away are disposed properly. Any goods that deviates from the normal household waste, is not to be taken to the waste collection of the housing company. Each tenant themselves are responsible for delivering old furniture, mattresses and such, as well as hazardous waste to the landfill or to hazardous waste collection point.

**In case the cleaning or emptying of the apartment has been neglected and the job needs to be done by a cleaning company, the tenant that has moved out of the apartment will be responsible on the expenses. The expenses will be determined by the billing ground and rate of the cleaning company. After lessor has noted that everything has been properly taken care of, the collateral can be returned.**