END OF TENANCY MOVE-OUT CHECKLIST

Tenant Name(s): _____
Property Address: _____
Tenancy End Date: _____

GIVE NOTICE
■ Minimum two months' written notice provided (if applicable)
■ Notice states intended end date (must end at end of a month)
■ Notice given in writing
■ Official end date confirmed in writing
■ Aware rent remains due until notice expires

BEFORE YOU LEAVE
■ Tenancy end date and time confirmed
■ Property fully vacated by deadline
■ Keys left on room desk
■ Bedroom door unlocked or latched
■ End of Tenancy Questionnaire completed

RENT, BILLS & FINANCES
■ Rent fully paid to tenancy end date
■ No outstanding balances
■ Utility spend cap checked
■ Subscriptions cancelled or transferred
■ Forwarding address provided to relevant companies

REMOVE ALL BELONGINGS
■ Bedrooms emptied (wardrobes, drawers, desks, under beds)
■ Kitchen cupboards cleared
■ Fridge and freezer emptied
■ All food removed
■ Storage areas checked
■ Rubbish disposed of properly

CLEANING – BEDROOMS & LIVING AREAS
■ Carpets vacuumed (including under beds/furniture)
■ Skirting boards wiped
■ Drawers and wardrobes cleaned inside
■ Desks, tables and shelving wiped
■ Internal windows cleaned
■ Surface marks removed where possible
■ Mattress protectors washed and left in place

CLEANING – KITCHEN
■ Oven cleaned (including trays and racks)
■ Hob cleaned
■ Extractor fan cleaned
■ Microwave cleaned inside and out
■ Fridge cleaned
■ Freezer defrosted and cleaned
■ Cupboards and drawers wiped inside
■ Sink and taps cleaned
■ Worktops wiped down

CLEANING – BATHROOM
■ Mould removed from tiles and sealant
■ Shower screen or curtain cleaned
■ Toilet cleaned fully (including base and behind)
■ Basin and taps cleaned
■ Mirrors cleaned
■ Floors mopped

RUBBISH & BINS
■ All bins emptied
■ Bins put out correctly for collection
■ No rubbish bags left inside or outside
■ If needed, visit Gloucester Recycling Centre for leftover waste

GARDEN (IF APPLICABLE)
■ Grass cut
■ Weeds removed
■ Green waste cleared
■ Outdoor areas left tidy