

Vacate Inspection Checklist

Moving out can feel like a lot, so here's a simple rundown of what's expected before you hand back the keys.

If possible, we recommend you come along to the inspection. It's a great chance to talk through any maintenance you've noticed and clear up any concerns on the spot.

Update your details

- Redirect your mail to your new address
- Let your utility providers (electricity, gas, internet, water etc.) know you're moving and cancel or transfer services

Cleaning inside

Ceilings

- Remove cobwebs
- Check for mould, especially in bathrooms and other wet areas
- Clean dust and dead insects out of light fittings
- Wipe ceiling fan blades and the tops of fittings
- Ensure light globes are working

Floors & carpets

- Mop all hard floors (tiles, timber, vinyl, etc.), including those awkward corners and edges
- Pay attention to grout in tiled areas (bathroom, laundry, kitchen)
- Carpets must be cleaned in line with our Carpet Cleaning Policy and a receipt provided from a professional cleaner

Walls & skirtings

- Gently clean off visible marks with a damp cloth or spray and wipe

Doors & windows

- Wipe off fingerprints and any removable marks on doors
- Brush down and clean flyscreens (front and back)
- Clean windows inside and out
- Wipe dust and dead insects from window tracks, sills and runners
- If you have venetian blinds, clean the slats; dust or wipe other curtain types as needed

Kitchen

Thoroughly clean:

- Stove top
- Control panel, knobs and surrounding panels
- Drip trays, griller racks and trays
- Oven racks, trays, base, roof and walls
- Remove and clean rangehood filters and frame where possible
- Wipe all benches, splashbacks, cupboard doors and drawer fronts
- Clean inside all cupboards and drawers, including the hard to reach ones

Tip: Use an appropriate oven cleaner and always read the instructions carefully. Some products can damage surfaces.

Bathroom

Clean:

- sink and tapware
- mirror and cabinet
- vanity unit and drawers
- shower recess, including glass screen and doors
- bath
- wall tiles
- toilet: cistern, seat and bowl, base and surrounding floor/skirting tiles

Laundry

- Clean inside and outside of the laundry tub, including underneath. Make sure a plug is present.
- If there's a dryer: clean inside and outside, empty and clean the lint filter

Exhaust fans & air conditioning

- Wipe or vacuum dust from vents, ducts and fan covers
- Clean air conditioner front vents and filters. Most filters slide out and can be brushed or wiped
- For ducted reverse cycle systems, clean the air intake filter

Outside areas

- Mow and edge lawns
- Remove weeds, rubbish, leaves and debris
- Clear gutters of leaves, dirt and twigs (if safe and practical to do so)
- Remove all items you've brought onto the property, including behind sheds and under shrubs
- Dispose of compost heaps or lawn clipping piles
- Sweep paths and paved areas
- Check and clean carport, garage floors, paths and driveway for oil stains

Pets

- Remove all pet droppings from lawns, gardens and other areas
- Clean areas where pets may have regularly urinated (e.g. base of walls, verandah posts)
- Check screen doors, flyscreens and curtains for scratch damage, replace screens if they're torn
- Check watering systems for chew damage and repair if needed
- Remove all visible pet hair inside the property