



Move-Out Instructions

1. Review Your Lease or Rental Agreement:

- Check the terms regarding notice period, any required cleaning, repairs, or conditions for receiving your security deposit back.

2. Give Proper Notice:

- Notify your property manager within the required timeframe. Typically, this ranges from 30 days before moving out.

3. Inspect the Property:

- Schedule a walkthrough with the property manager to assess any damages or necessary repairs. Take photos or videos to document the property's condition.

4. Start Packing and Cleaning:

- Begin packing belongings well in advance to avoid last-minute rush.
- Clean the property thoroughly, including walls, floors, appliances, and fixtures. Follow any cleaning guidelines outlined in your lease.

5. Cancel or Transfer Utilities:

- Contact utility companies (electricity, water, gas, internet) to schedule service cancellation or transfer to a new address.

6. Redirect Mail:

- Submit a mail forwarding request with the post office to ensure you receive any mail sent to your old address.

7. Return Keys and Access Devices:

- Return all keys, access cards, or any provided devices to the property management office.

8. Address Forwarding:

- Notify banks, credit card companies, subscriptions, and any essential services of your change of address.

9. Final Inspection:

- Request a final walkthrough with the property manager to ensure everything is in order.

10. Request Security Deposit Return:

- Follow the guidelines provided in your lease for receiving your security deposit back. Provide a forwarding address if necessary.

11. Legal Considerations:

- Review local laws to ensure compliance with regulations regarding security deposit returns, lease termination, and tenant rights.

12. Document Everything:

- Keep copies of your lease, any communication with the landlord, records of payments, and the condition of the property before leaving.

Additional Tips:

- **Communicate Clearly:** Maintain open communication with your landlord or property manager throughout the process.
- **Follow Instructions:** Adhere to any specific guidelines provided by your landlord or lease agreement.
- **Seek Assistance if Needed:** Consider hiring professional movers or cleaners if required.