



## **ARMM Properties, LLC**

### **Move-Out Checklist**

#### **Returning Student Move-Out Checklist**

##### **Before You Leave for Summer (or Stay)**

- Confirm your move-out or stay plans with management (whether you're staying for summer or leaving and returning in the fall).
- If you are staying for the summer, submit your summer agreement or lease extension.
- Plan your storage, if you're leaving for the summer but returning in the fall, make sure belongings are neatly stored in your room.

##### **Address & Cleaning**

- Update your address if needed, for mail and deliveries while you're away.
- Clean your space thoroughly, even if you're coming back, leave it tidy.
- Remove window AC unit if you installed one; take it with you and close/lock the window properly.
- Remove all perishables, empty your fridge, freezer, and pantry of anything that could spoil.

##### **Trash & Security**

- Take out all trash properly, bags must go inside dumpsters, not left outside.
- Lock up before you go, close all windows, turn off lights, and secure the unit.