

ATLANTA HOUSING AUTHORITY MOVE OUT CLEANING REQUIREMENTS

Using this checklist when doing your move out cleaning may help insure the return of your Security Deposit. Charges for cleaning will be based on the PHA's Schedule of Repairs and Other Charges.

<p>APPLIANCES</p> <ul style="list-style-type: none"> <input type="checkbox"/> Oven / Oven Door / Oven Racks / <input type="checkbox"/> Stove Top / Under Stove Top / Knobs <input type="checkbox"/> Drip Pans / Burners / Broiler Pan <input type="checkbox"/> Vent-a-Hood and Filter / Backsplash <input type="checkbox"/> Refrigerator / Freezer / Shelves / Drawers / Gaskets 	<p>BATHROOM</p> <ul style="list-style-type: none"> <input type="checkbox"/> Tub / Tile Surround <input type="checkbox"/> Shower / Tile Surround <input type="checkbox"/> Commode / Commode Base <input type="checkbox"/> Lavatory / Faucets / Drain Lines <input type="checkbox"/> Cabinets / Mirrors <input type="checkbox"/> Exhaust fan
<p>FLOORS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Sweep Floors <input type="checkbox"/> Scrub Floor Tiles <input type="checkbox"/> Floor Around Commode <input type="checkbox"/> Baseboards 	<p>CABINETS / SINKS</p> <ul style="list-style-type: none"> <input type="checkbox"/> All Sinks / Drains / Drain Lines <input type="checkbox"/> All Faucets / Base of Faucets <input type="checkbox"/> All Sink & Tub Stoppers <input type="checkbox"/> Interior & Exterior of cabinets <input type="checkbox"/> Countertops
<p>WINDOWS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Interior Windows <input type="checkbox"/> Exterior Windows <input type="checkbox"/> Mini Blinds <input type="checkbox"/> Window Seals <input type="checkbox"/> Window Tracks <input type="checkbox"/> All Window Screens 	<p>EXTERIOR</p> <ul style="list-style-type: none"> <input type="checkbox"/> Front & Back Porches <input type="checkbox"/> Exterior Walls <input type="checkbox"/> Storage Room(s) <input type="checkbox"/> Pull Nails Installed by Tenant <input type="checkbox"/> Trash / Toys / Cigarette Butts <input type="checkbox"/> Garbage Can
<p>MISC.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Return Air Vent <input type="checkbox"/> Air Vents <input type="checkbox"/> Thermostat / Smoke Detector <input type="checkbox"/> Light Fixture Covers <input type="checkbox"/> Replace Any Missing/Burnt Out Light Bulbs <input type="checkbox"/> Electrical Plugs & Covers <input type="checkbox"/> Electrical Switches & Covers <input type="checkbox"/> Water Heater Closet <input type="checkbox"/> AC/Heat Unit Closet <input type="checkbox"/> Living Room / Hall / Kitchen / Bedroom Closets 	<p>WALLS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Remove Stickers <input type="checkbox"/> Remove Borders (Including Glue) <input type="checkbox"/> Interior Doors & Door Handles <input type="checkbox"/> Exterior Doors & Door Handles <input type="checkbox"/> Pull Nails Installed by Tenant <input type="checkbox"/> Walls Washed Down (Especially if Smoker) <input type="checkbox"/> Door Trims / Thresholds <p><u>*DO NOT PATCH NAIL HOLES OR DAMAGE TO WALLS OR DOORS!!</u></p>

This checklist may not include all items that require cleaning in your specific unit, but should be used as a guide when doing your move out cleaning.