

Vacating Guidelines



Keys – All keys are to be returned to Manitoba Housing.

Personal Items – All personal items must be removed from the unit and surrounding property and disposed of appropriately. Garbage and personal items to be disposed of in garbage bins, except for larger items which are to be removed by the tenant to appropriate disposal site. Any costs associated with the removal of property will be charged to the tenant account.

Utilities – Public utilities (where applicable) are to be charged to the last actual date of termination of your tenancy (e.g. hydro, gas).

Cleaning – It is the tenant's responsibility to ensure that the unit is free of debris and cleaned to a standard acceptable to the Landlord prior to vacating the unit. Cleaning deficiencies, damage and garbage removal may be charged to your tenant account at move out. Below is a list of expected tasks:

Exterior:

- Grass is to be mowed (seasonal)
- All debris to be removed from the yard

Interior:

- Kitchen cupboards and counters to be clear of debris and wiped down.
- Wash all walls including the area behind and beneath the fridge and stove.
- Fridge is to be cleaned thoroughly both inside and out.
- Do not unplug the fridge.
- Defrost freezer if it is not a frost free style.
- Stove to be cleaned inside and out including top burner pans and racks.
- All floors and stairways to be swept and washed.
- Carpeted areas must be vacuumed and shampooed.
- All light fixtures to be washed and put back in place.
- Windows to be cleaned inside and out (where possible).
- Heat registers and baseboard heaters to be free of dust and dirt.
- Tub, sink, toilet, shower surround and cupboards to be free of debris and cleaned.
- Basement floors and walls to be free of debris and cleaned.
- Wipe down outside of dryer and washer and clear lint trap of all debris.
- Laundry tubs to be cleaned.
- Wipe off hot water tank.
- The kitchen and bathroom exhaust fan covers to be cleaned.

Once you have completed the above tasks, please contact me, <<Property Manager>> at <<phone #>> to arrange a date and time to complete the Move Out Condition Report prior to vacating the unit. Your presence is required to complete the report.