



RHINO PROPERTY MANAGEMENT
1501 Braecrest Drive, Brandon, MB R7C 0E6
office@rhinopropertymgmt.com
204.441.3844

Hello,

We have accepted your notice that you will be moving with your last day of residency being _____.

We ask that you be completely moved out by Noon on your final day so we may complete a walk-through assessment of the apartment to ensure readiness for the next tenant, and to allow you time to address any cleaning if required after inspection.

Our goal is to fully refund the damage deposit received and to make your transition as easy as possible. To make this happen we want to share our expectations and ask that you carefully follow the checklist and instructions.

As a courtesy, we offer pre-vacate inspections that can take place anytime prior to the end of your tenancy so that we can show you any areas of concern that may be present in your apartment.

Attached is a detailed guideline and list of cleaning expectations. When moving out, the premises should be ready for the next tenant. Some areas that are commonly missed and require additional effort are:

1. Stove - inside and out, the stove should be shining when done. Pull out and clean the floor underneath the walls of the oven, the drawer, and the cabinets beside.
2. Fridge - including pulling out shelves and drawers and cleaning the tracks. Pull out and clean the floor underneath, top and sides of the fridge, and the rubber gasket that seals the fridge
3. Window tracks need to be wiped clean.
4. Baseboards should be wiped and free of dust and dirt, including the top. All walls should be cleaned also.
5. Wipe inside all sides of bathroom and kitchen cabinets and drawers. Hall closets and shelves should be wiped to make sure no dust remains.
6. When cleaning floors, make sure to clean into the corners, no dust or hair should be present.
7. Makes sure all sinks and taps are shining when done cleaning.

Please avoid extra charges that will be billed to you if we need to clean these items. If you are unsure, contact us and we will provide further information, or we can attend at your request.

Thank you for being one of our tenants.



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Move Out Cleaning Expectation and Checklist

The following is a list of items to be completed when moving out of your suite. Please keep in mind that tenants are required to clean under appliances and replace all burnt out lightbulbs (new bulb charge is \$10). **Areas not cleaned** to the below Move Out Standards, will be cleaned by a contracted cleaner and charged according to schedule or for things not listed billed at **\$40/hr**. Maintenance charges are **\$60/hr** for any work off schedule. All costs listed are guideline only and may change based on complexity or cost of replacement item. Receipts for items can be provided on request.

We ask that **“Move Out” tenants vacate their suite by 12:00 PM (Noon) on the last day of tenancy**, so that the condition report can be completed between Property Manager & Tenant.

All suites with carpet must have carpets cleaned with professional carpet cleaner. You must provide a copy of the receipt within 3 days of moving out or you will be charged for a contractor to professionally clean the carpet.

Kitchen

DONE	TASK
	Clean cabinets, drawers & doors inside and out
	Clean microwave inside and out
	Range hood, filter and fan - replaced if not clean
	Clean oven fully including racks, clean stove (also underneath)
	Clean refrigerator inside and outside (underneath and behind)
	Scrub all countertops, sink & faucet
	Clean windows and window sills, along with blinds
	Dust and remove any cobwebs
	Clean and dust lights and any and all fixtures
	Wipe down baseboards & clean floor



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Bathrooms

DONE	TASK
	Clean shower, tub and faucet
	Clean sink, countertops and faucet
	Clean the toilet inside and outside
	Wipe down and clean any cabinets, drawers (both inside & outside)
	Clean towel fixtures, lights (check all bulbs are working)
	Mop all floors (including a closet if one is present in bathroom)
	Clean all mirrors, windows and sills, including the blinds
	Wipe down the baseboards

Living Areas & Bedrooms

DONE	TASK
	Vacuum and professionally clean carpets thoroughly
	Clean all windows & window sill, clean/dust all blinds
	Wipe down all baseboards
	Mop entryways or any floor that isn't carpet
	Dust and remove all cobwebs
	Wipe down walls
	Clean all door knobs throughout
	Wipe around all electrical outlets and light switches
	Clean all light fixtures and ensure all bulbs are working
	Clean all other fixtures in suite
	Wipe down inside and outside of all doors
	Clean laundry area if one is provided (top, front, sides, inside and outside & under)



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Outside Areas & Garbage

DONE	TASK
	Clean and sweep front entrance, clean main suite door inside & outside
	Clean and sweep patio if one is provided, clean patio door inside & outside
	Clean any and all storage spaces
	Clean all lights in patios, storage spaces, inside and outside lights
	Remove all trash and unwanted furniture from suite

Sample Unclean/Damage Charges with Minimum Costs

Cleaning

Whole suite cleaning (minimum)	\$350
Clean Refrigerator	\$80
Clean stove/oven	\$90
Replace burner drip pans (each)	\$20
Clean stove hood vent/filter	\$25
Clean kitchen cabinets	\$120
Clean under kitchen appliances	\$40
Clean bathroom toilets/sink	\$40
Clean shower/tub & surrounding area	\$40
Clean walls of dirt or grease per room	\$80
Clean windows & sills -per window	\$20
professionally clean carpet	\$200

Walls, Doors, Closets, Windows & Screens

Repair hole in wall	\$100
Soot damage -per room	\$100
Writing tool damage eg. pen, marker	\$50
Repair nail, screw, etc -per room	\$75
Repair nail, screw, etc -per wall	\$50
Replace baseboards	Cost of baseboards + \$60/hr to paint/install



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Repair hole in hollow core door	\$100
Replace interior door	\$150
Replace exterior door	\$275
Replace interior door knob	\$40
Repair forced door damage	\$100
Rescreen any type of screen	\$70
Replace screens	\$100 minimum
Replace mini blind	\$75
Replace window glass	\$200 (estimated)
Replace closet hardware	\$40
Replace closet doors	\$60 + cost of closet door

Flooring

Replace carpet per room	quote at time of requirement
Repair damaged threshold	\$60
Repair laminate/vinyl -per room	\$125
Replace laminate/vinyl	Cost Estimate
Carpet cleaning – whole suite	\$250

Miscellaneous

Suite key replacement	\$30
Main Building door key replacement	\$50
Replace exterior door knob	\$75
Replace exterior deadbolt lock	\$125
Replace towel bar	\$30
Replace toilet seat	\$30
Replace refrigerator shelf/drawer	\$90
Replace dishwasher rack	\$60
Remove garbage & debris (minimum)	\$60
Replace standard type light bulb	\$10
Replace fluorescent bulb	\$15
Replace shower head	\$30
Replace hood vent filter	\$40
Replace medicine cabinet	\$100
Replace countertop	Cost Estimate



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Replace smoke detector	\$80
Repaint wall (1 coat)	\$100
Repaint room (1 coat)	\$250
Repaint suite minimum (1 coat)	\$650

Pet damage - All damages will be assessed and a cost estimate will be determined

Damaged walls/baseboard	Cost Estimate + paint costs
Change out HVAC filter	\$30 labour + filter charge of \$20
Clean yard of animal waste	\$80
Damages to yard	Cost Estimate
Damages to outside of building	Cost Estimate
Damage to floor inside	Cost Estimate
Damages inside of suite	Cost Estimate