

## Move-Out Checklist

- Rent** - You will need to pay your last month's rent as usual. You currently have a security/cleaning/damage deposit on record with us. We never deduct the last month's rent from your security/cleaning/ damage deposit.
- Utilities** - Power water and gas must remain on 5 business days after the last day of your lease. If you have turned your utilities off and we have to reconnect them for the walk-through inspection, you will be charged the reconnection fee and be responsible for those days in rent.
- Carpet** - Your lease provides that the tenant have the carpets professionally cleaned and provide a receipt upon walkthrough. We will not accept receipts from rented grocery store machines or Bissell's. You must use a professional carpet cleaner. (Please see enclosed vendor list.)
- Cleaning** - The house must be clean enough for the next tenant to move into. We will pay special attention to baseboards, window sills and tracks, cobwebs, blinds, appliances, bathrooms, kitchens, cabinets, floors, light fixtures, windows and screens. If you have a garage, it must be swept out. In addition, if your car has leaked any oil into the garage or driveway, that must also be cleaned prior to move-out.
- Yard** - The grass should be freshly cut, edged and weed whacked around the sprinkler heads and house. Any weeds or miscellaneous garbage must be removed from the yard. Sprinkler system repairs must be completed.
- Repairs** - Any repairs that are the responsibility of the tenant must be completed. This includes leaky plumbing, sprinkler system, installing clean furnace filters, glass breakage, appliances (if damaged by tenants), and any damage by pets.
- Paint** - If touch-up paint was provided and you wish to paint, please test one small spot, let it dry and make sure it matches. If you are using flat paint, please make sure you are painting over flat paint, likewise with semi-gloss paint for kitchens and bathrooms. If you test the paint and it does not match stop. If your pet or child has done damage, please do not use all of the touch-up paint provided, as it is limited. Please purchase enough paint to paint the entire damaged room. Most stores can computer-match existing paint.

**\*\*\*Please keep in mind your original move-in inspection form will be used as a guide during the walk-through inspection to determine existing damage and repairs required once you have vacated the property. Please call Premier Property Management at (702) 938-1300 if you have any further questions.**

### RECOMMENDED VENDORS

We recommend you use the following vendors in preparing to vacate your residence. We are on a preferred customer basis with them and use them frequently. They are all efficient and reasonably priced. In addition, they know what we expect in terms of cleanliness and are aware of the guidelines for cleaning Premier Property Management properties. The following vendors are very busy, so please schedule them seven (7) to fourteen (14) days in advance. You are welcome to use your own vendors. Regardless of what company you choose please provide receipts at your exit walkthrough.

CARPET CLEANING	JANITORIAL	WINDOW CLEANING	HANDYMAN SERVICES	LANDSCAPING
LVMS Maintenance (702) 628-2775	LVMS Maintenance (702) 628-2775	J & J Window Washing (702) 274-8128	LVMS Maintenance (702) 628-2775	Tepezil Landscaping (702) 609-0707

CleanMax  
(702) 630-2530



## TENANT KEY SAFE DISCLOSURE AND AUTHORIZATION FORM

Date: \_\_\_\_\_

Property Address: \_\_\_\_\_

In the event the Lease Agreement does not address the use of a Key Safe, the undersigned  does **-OR-**  does not authorize \_\_\_\_\_ (hereinafter referred to as "Brokerage") and/or \_\_\_\_\_ (hereinafter referred to as "Property Manager") to install a Key Safe, (key holder) in connection with the showing of the Property and to show the Property to: potential buyers/lessees, other REALTORS®, appraisers, inspectors, etc. as necessary in conjunction with the marketing of the Property.

### TENANT ACKNOWLEDGES THAT HE/SHE HAS BEEN ADVISED:

1. That the purpose and function of the Key Safe is to permit access to the interior of the Property by all members of the Multiple Listing Service (MLS) of the Greater Las Vegas Association of REALTORS® (GLVAR);
2. To safeguard personal property and valuables located within the Property;
3. That it is not a requirement that a Tenant allow the use of a Key Safe, however in accordance with NRS 118A.330 (Landlord's access to dwelling unit), upon receipt of 24 hour notice to enter the Property during normal business hours the Tenant must be prepared to make the Property available for access.
4. That the Listing Broker, Listing Agent, Property Manager and GLVAR will not be responsible or be liable to Tenant for the unauthorized use of the Key Safe or the key located therein; and
5. That neither the Listing Broker, Listing Agent, Owner, Property Manager, nor GLVAR is an insurer against the loss of life or personal Property, and hereby releases those parties from any responsibility.

Type of Key Safe: \_\_\_\_\_

Special Conditions/Showing Instructions:

\_\_\_\_\_

\_\_\_\_\_

### TENANT'S ACKNOWLEDGEMENT

\_\_\_\_\_  
TENANT'S SIGNATURE      DATE      TIME AM/PM      \_\_\_\_\_  
TENANT'S SIGNATURE      DATE      TIME AM/PM

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PRINT NAME

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TENANT'S SIGNATURE      DATE      TIME AM/PM

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