

FINAL INSPECTION GUIDE VACATING TENANCY

Our office has compiled this final inspection guide, as a guideline. Please refer to it **during** your tenancy period, as it will help you maintain the property to the standard required throughout and at the expiry of your tenancy.

Please note, not all items are applicable to every property. If in doubt, please contact the office.

Our office is happy to recommend professional cleaners, carpet cleaners and trades people to assist you. Please contact our office for details.

ITEMS REQUIRING ATTENTION WHEN VACATING

Walls:

- All walls throughout are to be washed down with a cleaner and all marks removed.
- All dents and scratches repaired and painted.
- Please note, we do not recommend using paint left in the home as it may have discoloured over time. Your responsibility to the condition of the walls is to repair/repaint where necessary to return them to their original condition. However, if unsightly patches result you will be liable for the cost of having them repainted by a qualified tradesperson.**

Floor Coverings:

- All floors must be cleaned and stains removed.
- Skirting boards to be cleaned
- Carpets are to be steam cleaned by a professional company and a receipt provided. Where the job is unsatisfactory, the carpets will be re-done and costs deducted from your bond.

Pest Control:

- If you have had pets at the property then a flea treatment is required. This is to be done by a professional company and a receipt must be provided to our office.

Brisbane Rentals

 Head Office
636 Moggill Rd, Chapel Hill 4069
Postal Address
PO Box 1091, Kenmore Qld 4069
 Tel 07 3378 6011
 Fax 07 3378 0842
 lyn@brisbanerealestate.com.au
 www.brisbanerealestate.com.au

Kitchen:

- All cupboards cleaned inside and out
- Oven, stove, cook top, griller, drip trays, knobs, stove rings and racks are to be free of grease and baked on residue
- Exhaust fans/range hood - cleaned and free of grease and residue
- Dishwasher including seals to be cleaned

Bathroom:

- All tiles, grouting and ceilings cleaned and mould free
- Toilets washed inside and out
- Bathroom vanity's/cabinets and shower recesses free of soap scum and mould
- Exhaust fan cleaned

Bedrooms:

- Built-In Wardrobes must be free of dust, marks and cobwebs

Windows:

- Windows cleaned inside and where possible outside
- Window and sliding door sills and tracks to be cleaned
- Flyscreens to be cleaned

Window Coverings:

- Venetian/vertical blinds cleaned and dust free
- Curtains cleaned (do not wash without prior approval)
(Replacement rings and hooks are readily available at most supermarkets)

Laundry:

- Laundry tub and cabinet cleaned and free of residue

General:

- All cobwebs to be removed from both the inside and outside of the property.
- Garage must be left free from accumulated rubbish and furniture, all walls to be wiped down and any damage repaired/repainted.
- Ceiling fans, light fittings and switches need to be cleaned
- Exhaust fans, air vents and air-conditioner filters to be removed and cleaned
- All light bulbs are to be in working order

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External:

- Lawns to be mowed, edges trimmed and hedges cut back as per entry.
- No garden waste is to be left at the property.
- Gardens, paved and pebbled areas to be weeded and pathways swept.
- Drive ways, carports and all concreted areas to be free from oil and grease stains. Degreaser is readily available from most supermarkets.
- All evidence of animals to be removed from the property and any damage repaired.
- All rubbish is to be removed from the property
- Household rubbish must be in bins and left on the kerbside for council collection.
- Hot water system to be fully topped up- bled.
- Pool/Spa to be cleaned and chemicals replaced (if applicable)

Locks:

- All keys and garage remotes **MUST** be returned to our office. If you fail to return all keys and a locksmith is required, the cost will be deducted from your bond.

PLEASE NOTE

Unsatisfactory cleaning of a property will lead to a professional cleaner being engaged and the costs to be deducted from the bond.

TENANTS FORWARDING ADDRESS ADVICE

Please complete this form and return it to the office along with your carpet cleaning/pest control receipts when handing over your keys.

TENANTS NAME: _____

PRESENT ADDRESS: _____

FORWARDING
ADDRESS: _____

CONTACT NUMBER: _____

SIGNATURE: _____

DATE: _____

Section 115 Part 4 (2) Residential Tenancy Act 1994 states:

“ When handing over possession of the premises, the tenant must tell the lessor or lessors agent the tenants new residential or postal address, unless the tenant has reasonable excuse for not telling the lessor or agent the new address.”

Maximum Penalty – 20 penalty units. \$1200.

(3) Subsection (2) applies only if the lessor or lessors agent asks the tenant in writing to state the new address.

Remember to arrange for your mail to be re-directed to your new address. Your gas, phone and electricity also have to be disconnected (if applicable)