



We have received your notice to vacate from your current home. While we've enjoyed having you as a resident, we hate to see you leave. Here is some useful information regarding the move out process as well as a few helpful tips to ensure a smooth move out.

Preleasing:

Your lease agreement authorizes us to prelease your home. Part of this preleasing process may involve us placing a sign in the yard, as well as us advertising the home online. All showings will be scheduled with a minimum of a 24-hour notice. Showings are limited to approved applicants only to reduce traffic flow in the home. If agents are denied access or are not able to access the property due to failure to make the home accessible, a non-entry trip charged of \$75 will be added to the account. Failure to allow reasonable access to the home constitutes as default of the lease agreement.

Payments:

- Last month/prorated rents will need to be paid on time like normal rent payments. Payments received after the 5th will incur late fees.
- If you have recurring autopayments make sure you cancel the autopayments.

Security Deposit Refunds:

- As stated in your lease, security deposits are refunded within 30 days of your scheduled move out date or lease end date.
- Security Deposits **CANNOT** be used to pay your last month's rent.
- Security Deposits are deposited into the primary checking account on file in your tenant portal. (If there isn't an account on file, a check will be sent to the most current address we have on file).

Cleaning:

Remember to clean your home inside/outside to avoid any charges against your deposit. You will not be allowed to re-enter for additional cleaning or repairs after inspection.

Interior-

- All personal belongings must be removed from the premises.
- Painting- remove all nails, patch nail holes, and use touch up paint. We highly recommend that you paint the entire wall from corner to corner for consistent/even paint job. An uneven paint job will result in paint charges.
- Carpet cleaning is automatically deducted from your security deposit, it is not necessary to have the carpets cleaned.
- Clean/mop flooring and baseboards.
- Ensure that all cabinets, shelves, drawers, and counter tops are free from debris.
- Wash out refrigerator and freezer as well as all its compartments.



- Clean oven, range, and drip pans.
- Replace burned or missing light bulbs.
- Verify that home is free of mildew, soap scum, scale, and rust.

Exterior-

- Lawns must be neatly mowed and edged, trees and shrubs trimmed and pruned
- All trash, garbage and debris must be removed from the yard.
- Animal droppings are to be picked up and disposed of.

Turner Properties receives NO compensation from vendors and/or other deductions from your deposit. Funds withheld are for expenses incurred to return the property to the same condition as when you moved in.

*Charges are not restricted to the items listed. Additional charges may be assessed upon inspection *

Moving Out:

- You must provide the office with a complete Forwarding Address.
- Keys should be left in kitchen drawer, along with all garage door openers and gate remotes.
- If the Post Office originally issued mailbox keys, they should be turned in to the Post Office with a change of address notice.
- Call all utility companies and arrange for final readings. Services should be disconnected as of the move out date.
- Call Turner Properties once you've locked the door and exited the property for the last time. Upon leaving, please be sure to fully secure the property by locking all windows and doors.
- We will conduct a final move-out inspection after you have vacated the home. Move out inspections will not be scheduled with the tenant. Your itemized statement will be emailed to you within 30 days.
- Once the inspector arrives at the home, if it is found that you are still accessing the home or have not completely vacated the home, a \$75 trip charge as well as prorated rent will be added to your ledger.

We hope you have a pleasant move and wish you well in your new home!

Thank you for your cooperation.

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