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N Kerin Lic. Agent

FINAL INSPECTION CHECKLIST

Please ensure that all electricity is not disconnected until after the final inspection has been completed. All damage to the property must be repaired before the final inspection. If the property is not in an acceptable condition at the final inspection you may be charged rent until the property is acceptable. Arrange for the final reading of the electricity for the day after the final inspection has been completed. Please also supply a forwarding address and contact details to the property manager.

Please use this check list to ensure that you have completed all of the necessary requirements before the final inspection:

Carpet/Floors

Have you had the carpets professionally steam cleaned and washed all the floors?

Stove/Oven

Have you cleaned behind the stove (especially behind and beside, the griller and drip trays, viewing glass, interior and wire racks? Please check the manufacturing instructions for cleaning of self-cleaning ovens. Solid hotplates should be treated with a blackening agent such as "Shine On" available from most supermarkets.

Appliances

Have you cleaned behind the refrigerator and wiped out the inside and outside? Have you emptied out the vacuum cleaner, wiped out the washing machine and cleaned the lint filters on the washing machine and dryer? Have you cleaned inside the dishwasher and around the dishwasher seals?

Exhaust fan/Air vents

Have you removed the exhaust fans and air vents from the ceiling and dusted and washed them thoroughly?

Windows/Fly screens/Venetian blinds

Have you cleaned the windows/tracks/sills inside and out, and then polished to remove any smears?

Have you washed and brushed the fly screens? Are they in the same condition as they were at the start of your tenancy? If not you will need to have them repaired.

Have you dusted the blinds and washed any marks from them? If you have vertical blinds or curtains that are marked or stained, have you had them cleaned? You may clean them yourself, however be careful as incorrect cleaning may result in damage being caused and replacement required.

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Cupboards

Have the cupboards been thoroughly cleaned inside and the doors wiped down? Have all of your personal belongings and coat hangers been removed?

Light Fittings

Have you pulled down the light fittings and washed them inside and out? Did you ensure that all light fittings were fitted with a working globe for the final inspection?

Wood work

Have you cleaned all doors, frames and skirting?

Walls

Have you removed any posters/pictures? Have you repaired any damage and removed any marks with mild detergent?

Bathroom/Toilets

Have you checked that the bathroom and toilet are clean and free of all soap scum, mould, mildew and dirt and that the shower curtain or glass screen is clean?

Bathtubs, basins and toilet bowls and seats to be cleaned, pay particular attention to hinges, taps, soap holders, spouts, toothbrush holder etc, glass screens and mirrors to be polished. Taps – ensure all taps are tight (not dripping) and no washers need replacing.

Heater grills

Have you vacuumed to remove all dust, whether they are fitted in the wall or floor, and also wiped over?

General

Have all cobwebs been removed from the outside and inside of the premises, including the carport, garage and garden shed?

Have you ensured that the concrete areas and driveways are free from oil/grease stains? If there are no stains noted on your inventory please ensure that they are oil/grease free.

Have the lawns been mown, edges trimmed and the flower beds, tan bark and gravel areas weeded.

Have all compost and rubbish been removed from the outside the house and in the yard, including the wheelie bins? No rubbish is to be left for later removal. Have the wheelie bins been washed out?

Have the gutters/down pipes and eaves been cleaned of cobwebs?

Pets

If you have a dog or cat has the property been professionally fumigated for flea eradication and the receipt presented at the final inspection? Has all dog damage and debris been removed?

Furniture

Has the furniture been left in good condition with clean upholstery?

Mail

Has your mail been redirected?

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Pools

Have all pool filters been cleaned?

Telephone

If you have changed your service provider, please have an old account ready to hand over, so that we are able to have that service terminated.

If you can answer YES to all of the above questions, you are ready for the final inspection!

Please note

Rent is due and payable until the notice has expired and all keys have been handed back. Rent can not be deducted from any bond monies.

You are required to be present at the final inspection, if you are unable to be present please advise the property manager prior to the checkout time.

Please have keys identified and ready for easy testing at the final inspection.

Thank you for your co-operation, we look forward to a speedy vacating process and quick refund of bond monies. If you have questions on any of the above items, please do not hesitate to call on 6248 5516.

If you require professional assistance we recommend:

Cleaning/Carpets

Salloum Cleaning Contractors
George 0418 207 610 62414205 Office