



## Final Inspection Guide

**Please be aware that we will be completing your bond inspection using the Property Condition Report given to you at the commencement of your tenancy. Areas to pay particular attention to are:**

1. Stove
  - (a) inside oven, racks, coils, grill and drip trays to be clean.
  - (b) hot plates to be free of food and baked on marks.
  - (c) sides & floor beneath & behind stove to be clean.
2. Exhaust fans & air vents to be removed and cleaned.
3. Windows, window sills and tracks to be cleaned thoroughly inside and out.
4. All cupboards to be cleaned thoroughly inside & out including shelves & drawers.
5. All stainless steel appliances to be cleaned and polished with the appropriate cleaning agent. *Do not use abrasive cleaning materials as this could result in monies being deducted from your bond if appliances are scratched.*
6. Marks to be removed from walls. *Should walls need to be patched, please ensure that the exact paint colour is used. In the event that the colour is not matched perfectly, it will be required to have the whole wall painted.*
7. Light switches, power points, walls, doors and door frames to be cleaned.
8. All light fittings to be cleaned *and all insects removed.*
9. All globes and fluorescent tubes to be working.
10. All floors and skirtings to be cleaned using appropriate cleaning agents.
11. All carpets are to be professionally cleaned by an approved carpet cleaner and receipt to be provided on return of keys.
12. If you have had pets throughout your stay at the property please arrange for a flea treatment to be carried out. Please provide a receipt upon returning of the keys. *(Section 2.8 of your Residential Tenancy Agreement)*
13. Cobwebs are to be removed (incl external windows, eaves, doors etc).
14. Lawns mowed, edges trimmed, garden beds & paved areas to be weed free.
15. No rubbish to be left in garden, carport, garage, shed or balcony.
16. Outdoor areas (incl sheds, garages and carports) to be swept and cobwebs removed from under eaves. Outside window sills should be free of dust. Driveways, carports & all concrete areas to be free from oil & grease stains.
17. All items on inventory to be clean, grease free and accounted for *(if applicable).*
18. Lounge chairs and sofas to be clean and any marks removed including under cushions *(if applicable).*
19. If items have been moved during tenancy please return to appropriate room *(if applicable).*
20. All bed linen, towels etc to be washed and cleaned. If unable to clean bed linen on vacating please place all dirty linen and towels etc in the bathroom. *Cost for laundering of linen will be deducted from your bond (if applicable).*

21. All beds to be made with clean freshly laundered linen (*if applicable*).
22. Venetians and curtains to be cleaned thoroughly (*if applicable*).

*To be continued overleaf ...*

23. Particular attention should be paid to the bathroom floors, walls, cabinets, shower recess and toilet. All tiles and grout to be free of soap scum, residue and mildew.
24. Clothes dryer should have lint removed from in and around machine and floor under and around washing machine is to be cleaned (*if applicable*).
25. All keys, remotes, access cards to be returned to Access Property Management on the vacate date.
26. A fee will be charged to your bond for the reading of the water meter by the Water Corporation. This accurate final account will be used by us to calculate the final water consumption.
27. Cancel all future DEFT rental payments.
28. Please ensure that you disconnect electricity, gas and telephone accounts and have your mail redirected at your local post office.

**Synergy**            13 13 54            **Alinta** 13 13 58            **Telstra** 13 22 00

**General cleaning**

Genc Cleaning – contact Onder

Phone – 0452 207 475

**Carpet cleaning**

Breathe Easy Carpet Care – contact Andrew

Phone - 0419 923 167

**Window cleaning**

ICU Window Cleaning – contact Allan

Phone - 0402 955 750

**Flea Treatment**

Cottesloe Pest Control

Phone - 9384 7870

We appreciate that in the majority of cases, the above items will be automatically attended to, but in the rush to vacate some things can be overlooked.

If your theory is that the property was not clean when you moved in, just remember that you have lived there for the past term of your lease. Also you have signed the Residential Tenancy Agreement which states, "In accordance with the tenant's obligation to keep the premises in a clean and sanitary condition and free from dirt, oils, grease, insects, and vermin." (2.13)

Please remember that it is no benefit to us to keep our tenant's bond monies.

Thank you for your co-operation in the above and if you have any further queries please do not hesitate to contact your Property Manager.