



Move-Out Preparations

We understand moving can be a stressful time. However, there are some important items to consider, which if done properly will save you time and money. Please read through this general guideline of what should be addressed when preparing to vacate the property and complete all items. Other items may be required depending on the property in reside in. If you have any questions, please call our office at 912.898.1600.

General Information:

- All utilities must remain on for the duration of the lease, until the day of the physical move-out inspection is performed by Lynes Realty & Dev. Co.
- All copies of keys, garage remotes, and gate keys provided at move-in must be returned by the last day of your lease.
- HVAC filters, refrigerator filters, and ALL burnt out light bulbs (including appliance bulbs) must be replaced with the appropriate size/number/wattage
- Complete a change of address with USPS and provide our office with a forwarding address.
- If vacating in the summer, set the thermostat no higher than 80 degrees. If vacating in the winter, set the thermostat no lower than 65 degrees.

Painting & Repairs / Miscellaneous:

- All nails should be removed but NOT patched. Wall damage repair requires the area be sanded/prepped, primed, trimmed and painted in a professional manner.

Yard/Exterior Maintenance:

- Remove all personal items and trash
- Driveway, garage, carport, porch and patio must be cleaned, removing cobwebs/debris
- Remove all pet feces & cigarette butts (if applicable)
- Grass needs to be freshly cut and edged (if applicable)
- Shrubs and hedges must be trimmed (if applicable)
- Remove weeds from flower beds (if applicable)
- Bag and dispose of clippings, leaves, pine straw, and yard debris (if applicable)

Cleaning: There is a level of cleaning that is required to return the property to us.

Please note: If at any time a pet and/or animal was inside the property, it must be professionally cleaned. If the property is not adequately cleaned, we will have it professional cleaned at the tenant's expense. Please keep in mind; ***all carpets are to be professionally cleaned with proof of a paid receipt.**

The following must be completed per your lease agreement:

- All appliances must be cleaned inside, outside and behind unit, including but not limited to: Oven/stove, dishwasher, microwave, refrigerator, garbage disposal, washer and dryer (if applicable)
- Drip pans, oven racks and vent hood/exhaust fan (top & underneath) for stoves must be cleaned
- All refrigerator/freezer door gasket seals must be cleaned
- Vacuum/sweep/mop all hard surface floors, including under moveable appliances
- Vacuum carpeted areas (*all carpets must be professionally cleaned once the property is completely vacant. Copy of a paid receipt must be provided)
- Clean baseboards, trim, walls and doors, especially around knobs and handles (including exterior doors & sliding door tracks)
- Clean windows, windowsills (and tracks), window coverings, blinds, light fixtures, switches, outlets cover plates, ventilation/exhaust fans, ceilings fans, vents, air return covers, etc.
- All showers, tubs, toilets, sinks, backsplashes and countertops must be thoroughly cleaned inside, outside, around, and behind – removing hard water build-up and soap scum.
- All mirrors, cabinets, vanities, drawers, closets and shelves need to be wipe down inside and out
- Clean out all fireplaces (if applicable)

Final Inspection: Exit walkthroughs will be conducted by a member of our team once the property is completely vacant and cleaned. If you wish to be present, please let us know at least 10 business days before hand.



Automatic Payments: If you have automatic payments enabled in your tenant portal, please be sure to deactivate them. Any additional fees incurred for automatic payments that were not cancelled shall be the responsibility of the tenant.

Security Deposits: You will be mailed a statement within 30 days from the last day of your lease. All refund checks are sent by mail. In order to receive a refund, the following must be completed:

- Have given proper notice of your intent to move
- Provided your forwarding address(es)
- Leave property in a clean, undamaged, turn-key condition
- Leave utilities on through the final walk-through
- Not be in default of your lease agreement

Disclaimer: Management has the final authority to determine how much of the deposit shall be refunded in accordance with the conditions set for in the Rental Agreement. If the cost we incur for cleaning and/or repairs after you vacate the property exceeds the amount of your security deposit, you will receive a bill for the difference.

If you have any questions, please call our office at 912.898.1600. Best of luck with the move!