

## Inspection Standards of Conditions at Move-Out

In order to avoid any delays in the clearing of your housing and to prevent you from incurring charges, the following guidelines should be followed prior to the final inspection of your home:

### WALLS AND CEILINGS:

- Remove all nails, picture holders, molly bolts, anchor bolts, etc. Spackling of holes less than one-fourth inch is not required. Holes larger than one-fourth inch or wall damage will be spackled neatly by the resident.
- Remove all self-adhesive hooks.
- Remove all scuffmarks, wallpaper, borders, decals, fingerprints, smudges, crayons, etc. and restore any wall damage.
- Repaint rooms/ceilings painted with non-standard colors back to the standard Balfour Beatty Communities approved interior color, Sherwin Williams Paint Colors  
BBC Ivory Lace - II 2013 (2008 and up New Construction RFE, Island View, Sabre Palms)  
BBC Soft White – 2012 (BBC, BV, SP, FL, RF)
- Ensure paint is not on surfaces normally not painted (Floors, ceilings, rubber/vinyl base molding, window glass, hardware, etc.).

### LIGHT FIXTURES:

- All light fixtures and light bulbs (inside and outside of home) will be wiped clean, free from dust, grease, soils and are left streak free.
- Replace any light bulb that is burnt out.

### WINDOWS, DOORS, MEDICINE CABINETS, WALL CABINETS:

- Be sure that all window coverings (blinds) that were provided at move-in are not damaged and are affixed properly to the windows.
- All storm windows, doors, and screens must be in place.
- Remove all contact paper and shelf paper.
- Be sure to remove all items from medicine cabinet, closets, kitchen cabinets and closets.

### FLOORS:

- Carpets shall be vacuumed and free of dirt, stains and odors.
- Tile and wood floors must be swept and mopped to a clean status.

### APPLIANCES:

- Be sure that all items are removed from refrigerator and freezer, clean and wipe down both interior and exterior, and leave on the lowest setting.
- Be sure that dishwasher is empty and wiped clean.
- Be sure that oven and range top, including drip pans are grease-free and thoroughly cleaned.
- Replace any drip pans that cannot be cleaned.

### INTERIOR:

- **Cabinets/Drawers** - Cabinets must be cleaned thoroughly left free of any food particles, grease spots, and watermarks. Exterior surfaces are to be wiped clean.
- **Countertops** - Countertops shall be cleaned. After cleaning, do not leave a visible or touchable soap residue (from cleansers) either rinse thoroughly or use a glass cleaner to finish.

- **Sink/Faucet** - sink and faucets are to be cleaned of all marks, soap film, stains, mineral deposits and water spots. DO NOT use drain cleaners. Clean all accessories such as sink stoppers, garbage disposal, rubber gaskets, etc.

**BATHROOMS:**

- **Bathtubs, Sinks, Commodes and Cabinets** - Water closets and all bathroom tiles must be clean of soap film, dirt, and marks. All medicine cabinet surfaces (ledge shelves, shelf holders, mirrors, etc.) must be cleaned.
- Clean shower walls, bathtubs and commodes, removing all spots, streaks, soap film and mildew.
- Remove all soils inside and out of medicine cabinet and vanity.
- Clean mirror and leave streak-free.
- Plumbing fixtures are to be left free of soap film, mildew, rust, lime deposits or water spots.
- Remove all hair and foreign debris from drain plugs.
- Clean the vent fan exterior.
- Remove mildew build-up by using bleach.

**EXTERIOR:**

- Remove dirt, mud, chalk, crayon, oil, grease or other substances off sidewalks, patio slabs, driveways, and exterior house / garage surfaces.
- All trash cans must be empty and washed clean.

**GROUNDS:**

- Remove all trash, debris, cigarette butts and animal waste.
- Mow backyard and weed/edge fence lines if backyard is fenced in.
- Repair yard damage and ensure grass is growing in areas destroyed by pets or residents.
- Weed and mulch flower beds.

**GARAGES/CARPORTS: (If Applicable)**

- Remove all personal property and shelving/items installed by resident.
- Remove all nails and hooks.
- Remove dirt, spilled paint, and grease stains from shelves and floors.

**UNAUTHORIZED CONSTRUCTION:**

- Any unauthorized construction must be removed.

**MISCELLANEOUS:**

- Residents must turn in their house, garage remotes, and their cluster mailbox keys to the Resident Specialist.
- Remove personal property of swings, furniture, flower pots, etc.