



**MOVE OUT CHECK LIST ADDENDUM**  
**Addendum to the Lease for ( \_\_\_\_\_ )**

- \_\_\_\_\_ Final move out inspection and walk through arranged by calling our office at: 403-244-6944.
- \_\_\_\_\_ DON'T FORGET TO CONTACT THE CONDO MANAGEMENT COMPANY TO BOOK THE ELEVATOR. IF THIS IS NOT DONE YOU MAY BE FINED. (If applicable)
- \_\_\_\_\_ Contact and cancel utility services (If applicable)

**Professional Cleaners are to ensure the following are completed:**

- \_\_\_\_\_ Floors cleaned, including under the fridge and stove.
- \_\_\_\_\_ Baseboards washed.
- \_\_\_\_\_ Heating vents vacuumed (If applicable)
- \_\_\_\_\_ Window and tracks cleaned inside and out.
- \_\_\_\_\_ Blinds and window coverings cleaned.
- \_\_\_\_\_ Interior and exterior doors and doorways cleaned.
- \_\_\_\_\_ Fridge, freezer cleaned and defrosted.
- \_\_\_\_\_ Stove, oven, stove drawer, range hood and vents cleaned.
- \_\_\_\_\_ Closet shelves, cupboards and cabinets cleaned inside and out.
- \_\_\_\_\_ Light fixtures, mirrors, tubs, sinks and tiles cleaned.
- \_\_\_\_\_ Basement ducts and pipes dusted. (If applicable)
- \_\_\_\_\_ Washer, dryer, laundry tubs and lint catcher cleaned.
- \_\_\_\_\_ Garage and shed emptied and cleaned. (If applicable)
- \_\_\_\_\_ Wash linens (If applicable)



**Professional Carpet Cleaners are to ensure:**

\_\_\_\_\_ Carpets professionally shampooed.

**Please note that if the following items are missed, RLG will complete the following tasks and deducted related expenses from your Security Deposit:**

\_\_\_\_\_ Hot water tanks and furnace exteriors cleaned, filter replaced.  
(If applicable)

\_\_\_\_\_ All burnt out bulbs replaced.

\_\_\_\_\_ All refuse and belongings removed from the premises, including patio and balcony.

\_\_\_\_\_ Grass cut and trimmed, flowerbeds weeded or walks and driveways shoveled. (If applicable)

Contact numbers for utility transfers (if applicable)

**Energy Direct**                    **1-866-420-3174**

**Enmax:**                            **1-403-310-2010**

**Telus**                                **1-403-310-2255**

**Shaw Cable:**                    **1-403-716-6000**

I, \_\_\_\_\_ have read the move out checklist addendum and will adhere to the move out checklist upon giving notice of the property noted herein.

Agreed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signed:

\_\_\_\_\_  
Landlord's Agent

\_\_\_\_\_  
Tenant

\_\_\_\_\_  
Landlord's Agent

\_\_\_\_\_  
Tenant