



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