

## **ALL TENANTS GIVING NOTICE TO MOVE:**

The attached cleaning checklist is what will be used to determine any cleaning needed after you move out. It is our policy to take the original move-in checklist that you provided to us upon your move-in to use as a guide on our walkthrough once you have vacated. It is our goal to avoid any problems or discrepancies with your security deposit refund.

A reminder as per your rental agreement the following applies:

- ✓ **Rent WILL be charged thru your 30-day notice period.**
- ✓ **Rent WILL be charged thru the day that keys are returned (after your 30-day period)**
- ✓ **Carpets require a PROFESSIONAL shampoo as was done prior to your move-in. You may have it done and provide us with a receipt, or we can have it done once you have vacated and deduct it from your security deposit. Renting a shampooer DOES NOT CONSTITUTE professional cleaning.**
- ✓ **Any cleaning required will be a minimum of \$34.00 service call.**
- ✓ **If you are building or purchasing a house and your move may be delayed, please use caution when giving your notice. Once we have re-rented your unit, even if your move is delayed, you will still have to move out by the date on your notice.**

Any deductions made from your security deposit will be used for the specific work required--i.e.: cleaning, carpet shampooing, etc. as charged. At no time are any fees or percentages paid to 4-Seasons for deductions made for cleaning or repairs. Unfortunately, once in a while a tenant will be under the impression that this is the case.

We hope this will clarify our policy and to avoid in advance any problems that might occur. By law we have 21 days to return your security deposit to you. We will do our best to return it as soon as possible.

Thank you in advance for your cooperation.

Sincerely,

Management

# THIRTY-DAY NOTICE OF RESIDENT(S) INTENT TO VACATE

(For use in month-to-month tenancies only)

TO: 4 Seasons Realty (Landlord)

You are hereby given notice that \_\_\_\_\_ (Resident(s)),  
and all others in possession, will terminate the tenancy and deliver vacant premises, and keys for those premises, located at:

\_\_\_\_\_, Unit # (if applicable) \_\_\_\_\_  
(Street Address)  
Tehachapi, CA 93561  
(City) (Zip)

as of \_\_\_\_\_  
(Date)

It is understood as follows:

- That a written Thirty-Day Notice of Intent to Vacate is required by Section 1946 of California Civil Code for month-to-month tenancies;
- That the written Thirty-Day Notice of Intent to Vacate must be served on the Landlord personally, by certified or registered mail, or by substituted or "post and mail" service as allowed by Code of Civil Procedure Section 1162.
- The Resident's reason(s) for terminating the Rental Agreement is: *(optional)* \_\_\_\_\_

## Forwarding Address:

\_\_\_\_\_, Unit # (if applicable) \_\_\_\_\_  
(Street Address)  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(City) (State) (Zip)

Resident's New Phone Number: ( ) \_\_\_\_\_

_____ Date	_____ Resident	_____ Date	_____ Resident
_____ Date	_____ Resident	_____ Date	_____ Resident
_____ Date	_____ Resident	_____ Date	_____ Resident



## WORK TO BE COMPLETED:

<input type="checkbox"/> Remove Cobwebs	<input type="checkbox"/> Clean Exterior all Appliances
<input type="checkbox"/> Spot clean walls & woodwork	<input type="checkbox"/> Run Garbage Disposal
<input type="checkbox"/> Clean Baseboards	<input type="checkbox"/> Clean & Degrease all Kitchen Countertops
<input type="checkbox"/> Clean all Switchplates & Outlet Covers	<input type="checkbox"/> Try all Burners & Oven
<input type="checkbox"/> Replace all Missing/Burned Out Lightbulbs	<input type="checkbox"/> Clean all Exterior Bathroom Cabinets/Drawers
<input type="checkbox"/> Replace all missing Outlet/Cable/Light Cover	<input type="checkbox"/> Clean all Interior Bathroom Cabinets/Drawers
<input type="checkbox"/> Wash All Interior Windows	<input type="checkbox"/> Clean all Sinks
<input type="checkbox"/> Wash All Exterior Windows	<input type="checkbox"/> Clean all Toilets
<input type="checkbox"/> Wash All Screens	<input type="checkbox"/> Clean Showers/Bathtubs
<input type="checkbox"/> Clean All Window Tracks	<input type="checkbox"/> Remove Hardwater Buildup from Tub/Shower
<input type="checkbox"/> Dust All Blinds	<input type="checkbox"/> Remove Hardwater Buildup from Shower Doors
<input type="checkbox"/> Wash All Blinds	<input type="checkbox"/> Clean Mirror
<input type="checkbox"/> Wash/Scrub all Floors	<input type="checkbox"/> Clean Exterior/Interior Medicine Cabinet
<input type="checkbox"/> Clean all Door & Door Handles	<input type="checkbox"/> Dust exterior of all heaters, grates & vents
<input type="checkbox"/> Clean all Light Fixtures	<input type="checkbox"/> Clean Fireplace
<input type="checkbox"/> Clean Exterior Kitchen Cabinets/Drawers	<input type="checkbox"/> Vacuum around edges of all carpets
<input type="checkbox"/> Clean Interior Kitchen Cabinets/Drawers	<input type="checkbox"/> Vacuum Carpets
<input type="checkbox"/> Clean Stove Vent Hood	<input type="checkbox"/> Sweep/Hose down porches, patios, entrances
<input type="checkbox"/> Clean Under Stove Top	<input type="checkbox"/> Clean Front Door
<input type="checkbox"/> Clean Interior of Stove	<input type="checkbox"/> Check Smoke Detector
<input type="checkbox"/> Clean Broiler	<input type="checkbox"/> Check Carbon Monoxide Detector
<input type="checkbox"/> Run Complete cycle dishwasher	<input type="checkbox"/> Clean any other items pertinent to your rental

**\*\*Note - This list is not exclusive to all units. Your individual unit may have additional fixtures/features that will require extra cleaning.**

Must have PROFESSIONAL carpet cleaning done.  
A Rug Doctor does not count. You must provide receipt. Thank You!