



Move-Out Instructions

ONCE MOVE OUT NOTICE HAS BEEN GIVEN

- Please be aware that Seiler Homes Property Management will be re-listing the property for rent and may need to show the home to prospective tenants. We will do our best to be accommodating to you and the prospective tenant. We will respect your home and belongings and will accompany the prospective renters at all times during the showing.
- Seiler Homes Property Management will post a “24 Hour Notice” upon your front door as required by Washington State Landlord Tenant Law, RCW 59.18.150.

SCHEDULING THE MOVE-OUT INSPECTION

- The move out inspection will be conducted by you and a Property Manager.
- Please contact our office to schedule a move out inspection appointment a minimum of five (5) days prior to the anticipated move out inspection date. Please call the office to schedule this appointment, (360) 701-1116.

UTILITIES

- Heat must be left on in the home to a minimum of 55 degrees.
- Contact Pacific County PUD for a final meter reading the day after your lease ends or the day of your move out inspection, whichever occurs latest.
- Cancel/ disconnect services for phone, cable, internet, etc.

CARPET CLEANING (when required by lease agreement)

- Carpet cleaning must be completed after the home is completely empty and no more than 48 hours prior to the move out inspection. If it is determined that the carpets were cleaned while furniture was still in the home or prior to 48 hours before the inspection, Seiler Homes Property Management will have the carpets cleaned again by a professional carpet cleaning company at your expense.
- Recommended carpet cleaning company: A-1 Custom Carpet Cleaning (360) 942-8715

AT THE MOVE OUT INSPECTION

- The home must be completely empty at the time of scheduled move out appointment.
- If the home is not ready at the time of scheduled inspection, you will be charged a fee of \$45.00 to reschedule.
- If you are not present at the move out inspection, you are agreeing to accept the condition of the premises as determined by Seiler Homes Property Management.
- You must return all keys (house, mailbox, garage, etc.).
- You must provide a forwarding address and current phone number.
- You must provide a copy of the carpet cleaning receipt from a professional cleaning company.
- Garbage must be removed, and all garbage cans must be empty to avoid fees/charges.

SECURITY DEPOSIT

- Within a twenty-one (21) day period, a “Move In/ Move Out Addendum” will be mailed to you describing the status of your deposit. If appropriate, this will include a check refunding any remaining security deposit.
- To prevent less than a full return of your security deposit, the following is a list of items that the manager will be checking during the move-out inspection:
 1. All windows, tracks, sills and blinds are cleaned inside and out.
 2. All window screens are in place and in good condition.
 3. Sweep and mop all non-carpeted flooring.
 4. Dust all floor and door trim.
 5. Wipe walls and doors so they are free of dirt and grime.
 6. All appliances cleaned inside and out (e.g., oven, stove top, refrigerator).
 - a. If drip pans cannot be scrubbed clean, they must be replaced.
 - b. Items routinely missed include oven drawer, stove hood and top of refrigerator.
 7. All bathroom fixtures cleaned.
 8. Cabinets wiped out.
 9. Items provided by the landlord need to be accounted for and in good condition.
 10. Light fixtures throughout the unit cleaned, with light bulbs replaced, as necessary.
 11. All smoke detectors must be in working order, with batteries replaced, as necessary.
 12. Exterior of premises cleaned of debris.
 13. When required by lease agreement, the lawn mowed.