

# Moving out information

When moving out, the tenant must leave the apartment clean and in good condition. In a shared apartment, all tenants are equally responsible for the cleanliness of shared spaces.

**Please note! If the tenant neglects moving out duties, the costs will be charged from the tenant.**

## Cleaning instructions:

- Empty the apartment, storage, and balcony of your own belongings
- Large waste, such as furniture, home appliances, or pots and pans do not belong to the waste collection areas. This type of waste should be disposed of at suitable recycling sites, or at a waste treatment facility
- Take out the trash
- Clean the balcony
- Wash the windows
  - o Wash all the surfaces of the windows, the space between the inner and outer window, and the blinds
  - o If it's below 0 °C outside, don't wash the outside of the window
- Clean the air vents
- Wash and defrost the refrigerator and freezer
  - o Remember to also clean the backside of the refrigerator
- Wash the cupboards and wardrobes
- Wash the oven, stove, baking trays, stove hood, and the filter of the stove hood
  - o Clean the backside of the oven, and the space around it also
- Wash the kitchen surfaces, washbasin, tap, and draining board
- Wash all stains from the walls, doors, and door handles
- Wash the floor and floor moldings
- Wash the bathroom
  - o Wash the toilet, toilet seat, furniture, wash basin and taps
  - o Wash the walls, floors as well as the shower drain

## Also check:

- The lamps of all light fixtures work
- The socket covers and adapters for lights are on the ceiling
- The dish washer connectors are plugged up

## Keys:

Lock the doors and return the key/s immediately to Elli office. The key/s can be returned at any time to the mailbox by the Elli staff door. **If the key/s are not returned in time or you have lost the key/s we need to change to locks of the apartment for safety reasons. This will be done at tenant's expense.**

**A late fee of €150 will be charged for keys returned late.**