

Final Inspection Guide – Checklist

Listed below are the areas where particular attention is given during the final inspection of the property. Please read this checklist carefully and ensure that the property is left in a good, clean condition. Note: not all items outlined below will be applicable for your particular rental property.

Bathroom/Ensuite/Toilets

- Clean air vent
- Clean light fitting
- Remove mould ceiling
- Clean shower screen both sides
- Clean shower tiles floor and walls
- Clean mould in grout
- Clean bath and surrounding tiles
- Clean vanity mirror
- Clean shaving cabinet inside/out including top and inside
- Clean vanity basin inside and outside including shelf and drawers
- Clean toilet inside and out
- Clean bathroom floor
- Clean windows

Kitchen (Some items if applicable only)

- Clean kitchen cupboards including shelves, drawers, ensuring all are free from cooking oil/grease
- Clean range hood including filters
- Clean dishwasher inside and outside door
- Clean fridge in/out and behind walls/floor
- Clean bench tops
- Clean splashback tiles
- Clean sinks
- Clean inside and outside microwave
- Clean cook top
- Clean griller
- Clean oven
- Clean outside of stove
- Wash kitchen floor
- Spot clean walls
- Remove all personal items from cupboard, draws, etc
- Clean windows

Carpet/Floors

- Vacuum carpet
 - If badly stained or marked, must be steam cleaned
 - All tiles and floors are to be washed
-

General

- All marks (Grime, finger marks, etc) to be removed from walls
 - All light fittings to be dusted and cleaned as necessary
 - All skirtings to be dusted and marks to be washed away
 - All cobwebs are to be removed (inside and outside of property)
 - All doors and door frames are to be wiped clean of any marks
 - All light bulbs and fluoro tubes not working **must** be replaced
 - Windows and window sills to be cleaned thoroughly
 - Drapes are to be washed or dry cleaned according to fabric (if required)
 - Venetian blinds are to be taken down and washed thoroughly/replaced
 - Air vents to be dusted
 - If property is air conditioned, ensure the air conditioning filters are clean and free from dust build up
 - All items on inventory to be accounted for (where applicable)
-

Garden/Outside Areas

- Lawns to be mowed, edges and bushes trimmed (if applicable)
 - Flower beds and paved areas to be weeded
 - Gutters to be cleared (where applicable)
 - Driveways, carports and all concrete areas to be free from oil and grease stains
 - Where the lease permits a pet on the premises, the yard should be clear of all animal faeces
-

Rubbish Removal

- No rubbish to be left in garden (including compost heaps) all rubbish must be removed from the property prior to vacating
 - Garage/store room/car space are to be free from all rubbish and all personal effects removed.
-

Laundry

- Mop floor including behind door
 - Spot clean walls
 - Clean laundry tub including taps and tiles
 - Clean air vent
 - Wipe over dryer/washing machine
 - Clean light fitting
 - Clean inside and outside of cupboards/shelves
-

Balcony

- Sweep balcony
- Wash down/scrub balcony floor
- Remove cobwebs
- Clean sliding doors both sides including tracks