



STUDENT APARTMENT MOVE OUT CHECKLIST

Apartment #: _____ Student Name: _____
 Date: _____ Student Signature: _____
 St. Admin. Signature: _____

Student present? Yes No

ATTENTION:

- The following items must be done PRIOR to your final apartment check.
- If the apartment is not cleaned satisfactorily, a cleaning service will be hired by SATC and charged to students residing in the apartment.
- The same applies if the carpets have stains and/or spots. The carpet will be professionally cleaned and charged to the current residents/students.
- If you have any questions, please see Student Administration.

<i>ENTRY WAY</i>	<i>ACCEPTABLE</i>	<i>COMMENTS</i>
Door clean and unbroken		
Tile floor swept and mopped		
Walls clean		

<i>LIVING ROOM</i>	<i>ACCEPTABLE</i>	<i>COMMENTS</i>
Carpet clean		
Walls clean		
Baseboards clean		
Walls free of posters/pictures		
Furniture free of dust		
Sliding door cleaned		
Window coverings clean/undamaged		

KITCHEN	ACCEPTABLE	COMMENTS
Walls clean		
Counters clean		
Cabinets clean (inside and out)		
Dishes clean and put away		
Dishwasher empty		
Stove clean		
Stove top clean		
Microwave clean		
Refrigerator clean		
Garbage empty		
Tile floor swept and mopped		

LAUNDRY ROOM	ACCEPTABLE	COMMENTS
Floor swept and mopped		
Walls clean		
Baseboards clean		
Shelf clean		
Door clean and unbroken		

BEDROOM #1	ACCEPTABLE	COMMENTS
Walls clean		
Baseboards clean		
Carpet clean		
Doors clean		
Closet clean/door unbroken		
Walls free of posters/pictures		
Sheets clean and folded at end of bed		
New pillow		
Towels clean and folded at end of bed		

BATHROOM #1	ACCEPTABLE	COMMENTS
Walls clean		
Baseboards clean		
Tile floor swept and mopped		
Door clean		
Counter clean		
Cabinets clean and empty		
Toilet clean		
Sink clean		
Shower/bath clean		
New shower curtain		

BEDROOM #2	ACCEPTABLE	COMMENTS
Walls clean		
Baseboards clean		
Carpet clean		
Doors clean		
Closet clean/door unbroken		
Walls free of posters/pictures		
Sheets clean and folded at end of bed		
New pillow		
Towels clean and folded at end of bed		

BATHROOM #2	ACCEPTABLE	COMMENTS
Walls clean		
Baseboards clean		
Tile floor swept and mopped		
Door clean		
Counter clean		
Cabinets clean and empty		
Toilet clean		
Sink clean		
Shower/bath clean		
New shower curtain		