

MOVING OUT INSTRUCTIONS

Dear Tenants:

According to our contract, we are asking that you vacate the premises by the termination date on time. This is the final attempt to have the property cleaned and you may not be allowed to return after moving out. You must leave keys, and your address, phone number, etc. on Kitchen counter top. There will be \$25.00 charge for each missing key. **Please refer to your contract for term and return of your security deposit.**

The apartment must be cleaned and brought back to the original condition prior to moving into the apartment. If it is not in satisfactory condition including the yard, a crew will be sent over to clean the unit and you will be billed for the work. Some of the charges are as follows:

1-KITCHEN: including Ref., Stove, Sink, and Dishwasher.	\$75.00
2-BATH: including Tub, W/C, and Sink (each bath)	\$75.00
3-PAINT: each room (Hall way will concenter as a room)	\$25.00
4-CARPET: each room (Hall way will concenter as a room)	\$25.00
5-LAUNDRY:	\$15.00

We appreciate your full co-operation in this matter.

Thank you,

Kia Tehrani