



CareOne Rental wants their tenants to have a smooth transition when moving out of their properties.

These are instructions for proper move-out. We know you will have a lot to keep track of during this transition. We hope this will make it more clear and organized for you. If you have any questions please contact management.

- **Move-Out Inspection:** Please email management at least 4 weeks prior to move-out to schedule a time and date to complete the move-out inspection. It is necessary for at least one tenant to be present during your move-out inspection. The inspection should be performed before you vacate the property, we do understand you are staying in your house until lease end. Please have your move-in inspection list on hand in case we need to refer to it.
- **Do Not Trash the House:** We had seen cases when house was Trashed, house need to be in reasonable clean livable condition after move out, we are expecting to clean a house from reasonable regular use condition, charges May apply for excessive trash inside the house.
- **City of Ann Arbor Trash Collection:** As you know City takes what ever trash that can Fit in a Trash Bin, City does not take any other trash out side Trash or Recycle Bin. If there is any need to charge for hauling it away from property.
- **Keys:** All keys to the property need to be returned to us. Exterior door keys are to be placed on kitchen counter top. Bedroom keys are to be inside their corresponding bedroom locks with the door in locked position. **Do NOT mail keys because they will ignored.** We will not consider the property vacant until management has received your keys. If keys are not returned, fees will be deducted from your security deposit. Please refer to lease for information regarding these fees.
- **Security Deposit:** In order to prevent any misunderstanding a security deposit can NEVER be used as the last month's rent. The better the condition of the property when you leave the faster the deposit can be sent out. Any repainting, repairs cleaning, trash removal, and any other expenses associated with returning the condition of your home to your move-in condition can be deducted from your security deposit. Your security deposit will be mailed to the forwarding address you provide within 30 days after your contract Expiration date. We only expect you to return your home in the same condition as when you moved in. If you have any questions please refer to your lease or contact management.
- **Furniture:** All furniture provided to you at move-in should be present in the house and in the same spot. Every Room SHOULD have a Bed, Desk and Dresser, All other items not provided to you (desks, chairs, sofas, beds) need to be removed, after your contract Expiration time and date, everything in the house is considered Tash and will be removed by cleaners.
- **Early Vacate:** If you leave before the date you submitted to us, please notify management, turn in your keys, and we will be able to perform the move-out inspection. Please refer to your lease for more information.

Thank you and good luck with your move!