



Cleaning Guidelines

ALL UNITS MUST BE COMPLETELY EMPTY BEFORE A CHECK-OUT INSPECTION TAKES PLACE...

-Heavy cleaning may be required for ovens, stove tops, under the burners (if applicable or a lift stove top) refrigerator, dishwasher, microwave.

-Kitchen cupboards (inside & out) should be cleaned; counters washed; kitchen floors swept & washed.

-Bathroom showers, toilets (seats, tank, behind and floor) & sinks cleaned & disinfected. Bathroom floors and baseboards should be swept and washed. In showers, you will need a scrubby pad to remove the soap scum buildup. The surfaces may have turned gray during the course of your stay; We'll be looking for them to be white again.

-If applicable, you signed an *Additional Items form* agreeing to **provide new shower curtain liners and stovetop burner pans** for incoming tenants. Please provide new liners for us to install for the next group of tenants. Please **purchase "Heavy Weight" Shower Curtain liners with metal grommets & leave them for us to install** for the next group. (If new shower liners are not present at time of check out, we will replace and deduct from your deposit. Available at Bed Bath & Beyond for approximately \$15) Please **purchase new electric stove top burner pans (black) & leave them for us to install** for the next group. (If a package of new burner pans is not present at time of check out, we will replace and deduct from your deposit. Available at Walmart, MainStay brand, approximately \$20 for a set of 4. Some units may take 2 sets in order to have enough small burner pans.)

FLOORING: Vacuum all flooring. All deposits will be modestly charged for cleaning floors if your unit has hardwood or carpet, with costs divided between roommates.

-Hardwood flooring should be vacuumed only. We will care for the hardwood floors with the mopping.

-Carpet: If your unit has carpet, it will be professionally cleaned by our contractor and deducted from the deposit. If carpet needs spot treatment prior to cleaning, additional fees will be assessed.

-Vinyl flooring should be swept and mopped.

-Bedrooms floors, walls, doors and closets should be clean. If you used sticky mounts, putty or tacks on walls, please remove. If we have to remove them and the residue, deposits will be charged. If the walls are damaged from removal, deposits will be charged for repair and repainting.

If you feel you cannot accomplish all the required cleaning and call a reputable cleaning service to clean your unit, please remember we will expect the unit to look as it did at check-in, and tenants may still be charged by IUStudentApts, on top of paying the cleaning service.

The cleaner your unit, the more of your deposit you will have returned.

Thank you!