



**Dear Tenant. -**

Per our lease agreement, your move-out notice must be received 30 days prior to vacating.

The general rule—per our contract—is that if we are unable to lease the residence in the period that you are still under contract, you are obligated to pay that rent. Also, once you have moved out from the residence, it will be inspected for cleanliness and damage. If the residence is left in good condition, your security deposit will be returned to you in full provided you do not owe back rent or miscellaneous expenses. In such cases, the monies will go toward these expenses, and the difference will be released to you.

Please review the Move-Out Checklist —give each item your personal attention before departing.

Please contact the utility services, and phone and cable companies to disconnect all services in your name to avoid being billed for unneeded services.

It has been wonderful having you as a tenant and we wish you many years of happiness in your new residence.

Sincerely,

Management

<i>Move Out Fees</i>		
<i>Materials</i>	<i>Amount</i>	<i>Quantity</i>
AIR FILTER - Dirty or missing air filter.	\$10.00	Each one
REMOVAL CHARGE- Automobile, vehicle, trailer left on premises.	\$500.00	Each one
CARPET – Replacement.	\$20.00	1 yd or 9 sqft
CARPET Cleaning.	\$25.00	Per room
CEILING FAN – replacement	\$110.00	Each one
COVER PLATES - electric switch and receptacle cover plates.	\$5.00	Each one
DOOR – Exterior	\$150.00	& up
DOOR – Interior	\$100.00	& up

DOOR knobs – interior	\$15.00	Each one
ELECTRIC Outlets – replacement	\$20.00	Each one
FLOOR TILE – vinyl 12” x 12”	\$5.00	Each tile
KEYS – not turned in	\$25.00	Each one
LAWN SERVICE -- Lawn needs cut and trimmed	\$50.00	& up
LIGHT BULBS -- Burned out, missing.	\$8.00	Each one
LIGHT Fixtures	\$30.00	& up
LOCK - deadbolt lockset	\$30.00	Each one
LOCK - knob locksets	\$30.00	Each one
MINI Blinds – damaged or missing	\$40.00	
NAIL HOLES larger than 1/8”	\$5.00	Each one
NAIL HOLES larger than 1”	\$20.00	Each one
PAINTING – interior \$100.00	\$100.00	Average room
RANGE – replacement	\$300.00	& up
REFRIGERATOR – replacement	\$475.00	& up
SHOWER HEAD – replacement	\$25.00	& up
SHOWER ROD – replacement	\$25.00	Each one
SMOKE ALARMS – replacement	\$15.00	Each one
STORM DOOR – pneumatic closure	\$40.00	Each one
STORM DOOR – replacement	\$120.00	& up
STORM DOOR – stop chain	\$20.00	Each one
THERMOSTAT – replacement	\$75.00	Each one
TOWEL BARS – replacement	\$15.00	Each one
TRASH -- Debris removal interior or exterior	\$200.00	Each load
WINDOW SCREENS- replacement	\$25.00	& up
OTHERS: According to receipts		
<b><i>Labor</i></b>		
REPAIRS by licensed trades, electrician, plumbers, roofers, etc as charged to Landlord		
REPAIRS by non-licensed trades \$30.00 hr + material		
CLEANING – if needed before ready to rent to new Tenant. \$24.00 man hour		
LG&E - (gas and electric service disconnected) \$75.00		
WATER - utility water service disconnected \$75.00		

**DEDUCTIONS** are made from the security deposits only for just causes. Such charges include, but are not limited to, any replacement of damaged or missing fixtures, appliance parts or other items furnished to Tenants.

Labor charges include installation, cleaning, patching, sanding, etc., including the cost of cleansers. If you do not clean or repair the damaged or soiled items prior to moving out, charges will be deducted from your security deposit based on the above schedule. Items not on the list will be charged on a "cost plus labor" basis. We only expect you to return your home in the same condition as when you moved in. If you have any questions, please call or text.