



Echo Property Management LLC
115 W. Kagy, Suite C
Bozeman, MT 59715

Move Out Cleaning Checklist

PLEASE USE THIS CHECKLIST TO COMPLETE YOUR FINAL CLEANING.
EACH ITEM MUST BE PROPERLY CLEANED TO ENSURE A SUCCESSFUL MOVE OUT.

AREA	CHECK	COMMENTS
Entrance Way		
Carpet/Floor/Lino		
Woodwork/Bsbrds/Doors		
Walls/Ceiling/Switch/Outlet Covers		
Bulbs/Fixtures		
Closets/Shelving		
Living Room		
Carpet/Floor/Lino		
Walls/Ceiling/Switch/Outlet Covers		
Woodwork/Bsbrds/Doors		
Bulbs/Fixtures		
Drapes/Blinds/Rods		
Windows/Tracks/Sills/Screens		
BB Heater/Heater/Vents		
Closets/Shelving		
Dining Room		
Carpet/Floor/Lino		
Walls/Ceiling/Switch/Outlet Cvrs		
Woodwork/Bsbrds/Doors		
Bulbs/Fixtures		
Drapes/Blinds/Rods		
Windows/Tracks/Sills/Screens		
BB Heater/Heater/Vents		
Closets/Shelving		
Kitchen		
Carpet/Floor/Lino		



PROPERTY MANAGEMENT

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Walls/Ceiling/Switch/Outlet		
Cvrs		
Woodwork/Bsbrds/Doors		
Windows/Tracks/Sills/Screens		
BB Heater/Heater/Vents		
Drapes/Blinds/Rods		
Stove		
Outside/Oven/Racks/Light		
Drip Pans/Burners/Under Pans		
Stove Console/ Under Drawer		
Refrigerator		
Dishwasher Inside/Out		
Range Hood/Filter/Light		
Sink/Faucet/Drain/Disposal		
Drawers In/Out/Fronts		
Cabinets/Fronts/Shelves		
Counter Tops		
Bathrooms		
Carpet/Floor/Lino		
Walls/Ceiling/Switch/Outlet		
Cvrs		
Woodwork/Bsbrds/Doors		
Drapes/Blinds/Rods		
Windows/Tracks/Sills/Screens		
BB Heater/Heater/Vents		
Bulbs/Fixtures/Fan		
Med. Cabinet/Mirrors		
Tub/Shower Faucet		
Shower/Tub Walls/Door		
Sink/Drain/Faucet		
Counter Top/Cabinets In/Out		
Towel/Soap/TP Holder		
Toilet In/Out		
Bedrooms		
Carpet/Floor/Lino		
Walls/Ceiling/Switch/Outlet		
Cvrs		
Woodwork/Bsbrds/Doors		
Drapes/Blinds/Rods		



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Windows/Tracks/Sills/Screens		
BB Heater/Heater/Vents		
Bulbs/Fixtures/Fan		
Staircase/Hallways		
Stair/Banister		
Carpet/Floor/Lino		
Walls/Ceiling/Switch/Outlet		
Cvrs		
Woodwork/Bsbrds/Doors		
Drapes/Blinds/Rods		
Windows/Tracks/Sills/Screens		
BB Heater/Heater/Vents		
Bulbs/Fixtures/Fan		
Utility Room		
Hookups/Faucets/Tubs		
Cabinets In/Out		
Carpet/Floor/Lino		
Walls/Ceiling/Switch/Outlet		
Cvrs		
Woodwork/Bsbrds/Doors		
Drapes/Blinds/Rods		
Windows/Tracks/Sills/Screens		
BB Heater/Heater/Vents		
Bulbs/Fixtures/Fan		
Fireplace/Wood Stove		
Condition		
Sliding Doors/Screens		
Condition		
Basement/Garage/Storage		
Floors/Lights		
Walls/Ceilings		
Windows/Screens		
Doors/Locks/Remote		



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Switch/Outlet Covers		
Keys Returned		
Front/Back Doors		
Garage Door Openers		
Storage		
Mail		
Additional Comments		
All carpets must be professionally cleaned – receipt required		

Recommended Cleaning Supplies

Rags (Microfiber cleans best)

Paper Towels

Broom and Mop

Vacuum

Bucket

Toilet Brush/Pumice Stone

All Purpose Cleaner

Toilet Bowl Cleaner

Glass Cleaner

CLR or calcium, lime, rust remover

Magic Erasers (Multi surface cleaner-easily removes dirt/scuffs)