

# Apartment Cleaning Fee Checklist

## Exhibit B

Property Address: \_\_\_\_\_

	Clean	Needs Light Cleaning	Needs Moderate Cleaning	Amount Charged Tennant
<b>Living Room / Entry</b>				
Carpets Vacuumed (no stains present)	\$0	\$5	\$5	_____
Vinyl floors	\$0	\$3	\$5	_____
Exterior door wiped down /cleaned	\$0	\$3	\$5	_____
PTAC wiped down (1 bedroom units only)	\$0	\$3	\$5	_____
	\$0	\$14	\$20	
<b>Kitchen</b>				
Oven Cleaned inside and out	\$0	\$10	\$30	_____
Refrigerator cleaned inside and out	\$0	\$9	\$22	_____
Dishwasher cleaned inside and out	\$0	\$3	\$7	_____
Microwave oven cleaned inside and out	\$0	\$3	\$7	_____
Range hood surface cleaned	\$0	\$2	\$3	_____
Sink Cleaned	\$0	\$3	\$5	_____
Floors cleaned and mopped	\$0	\$3	\$5	_____
Inside of Cabinets Cleaned	\$0	\$3	\$10	_____
	\$0	\$36	\$89	
<b>Bathroom (s)</b>				
Walls, Floors, and Tubs Cleaned	\$0	\$5	\$14	_____
Toilet wiped down and interior cleaned	\$0	\$3	\$5	_____
Mirror / Medicine cabinet cleaned	\$0	\$3	\$5	_____
Lavatory Faucet and Tub/Shower Faucet cleaned	\$0	\$1	\$3	_____
Inside of Cabinet Cleaned	\$0	\$3	\$5	_____
Lights and bath fan wiped down	\$0	\$3	\$5	_____
	\$0	\$18	\$37	
<b>Bedroom(s)</b>				
Carpets Vacuumed (no stains present)	\$0	\$3	\$5	_____
Baseboard heater wiped down (1 bedroom units only)	\$0	\$1	\$3	_____
	\$0	\$4	\$8	
<b>Laundry Closet (if applicable)</b>				
walls and Floors Cleaned	\$0	\$5	\$7	_____
Washer and Dryer wiped down and lint trap cleaned	\$0	\$5	\$7	_____
	\$0	\$10	\$14	
<b>General</b>				
Blinds wiped down and in good condition	\$0	\$2	\$6	_____
Switch plates cleaned	\$0	\$2	\$4	_____
Light Fixtures and Ceiling Fans Cleaned	\$0	\$2	\$6	_____
Remove cob webs	\$0	\$2	\$6	_____
	\$0	\$8	\$22	
<b>Sub Total</b>	\$0	\$90	\$190	_____
			Carpet Cleaning (35 per room)	_____
			Replace Bulbs (see damage fee schedule)	_____
<b>*Additional Charges Apply for Heavy Cleaning</b>			<b>Total Cleaning</b>	=====

\*Please replace burned out light bulbs with correct type and wattage

## Damage Fee Schedule

### **Replace Light Bulbs**

Replace Non Working 60 watt bulbs	\$4 per bulb _____
Replace non working can light bulbs	\$6 per bulb _____
Replace bulbs to vanity lights	\$5 per bulb _____

### **Walls/Ceilings**

Extensive Patching Required (beyond normal wear and tear)	\$100 _____
Large holes in walls	\$60 per patch _____
Hole in ceiling	\$100 per patch _____

### **Kitchen Area**

Replace broken cabinets	billed at cost _____
Replace damaged counter (laminated)	\$600 _____
Repair or replace appliances	billed at cost _____
Drip Pans	\$10 each _____

### **Bathroom Area(s)**

Replace broken cabinets	billed at cost _____
Replace broken Medicine Cabinet	\$200 _____
Replace broken vanity top	\$200 _____
Replace Damaged Tub	\$450 _____
Replace broken or missing towel bar	\$30 _____
Replace broken or missing paper holder	\$30 _____
Shower Rod	\$15 _____

### **Floors**

Repair/replace damaged vinyl	billed at cost _____
Repair/replace damaged carpet	billed at cost _____

### **Exterior Door**

Repair forced-damage door damage	\$400 _____
Repair hole in door	billed at cost _____
Replace missing weather stripping	\$20 _____
Repair dents in door	\$75 _____

### **Interior Doors**

Bifold Door	\$85 _____
Bifold Door Track	\$25 _____
Bifold Door Knob	\$2 _____
Repair hole in door (replace door)	\$200 _____

### **Windows**

Replace window pane	\$200 _____
Replace damaged screen	\$30 _____
Replace missing screen	\$30 _____
Replace damaged blinds	\$25 _____
Replace missing blinds	\$25 _____

### **Electrical**

Replace ceiling fan	\$250 _____
Replace surface mount light	\$60 _____
Replace switch plate / outlet plate / cable jack	\$40 _____

## Damage Fee Schedule - Continued

**Plumbing**

Replace Kitchen Faucet	\$150	_____
Replace Bathroom Faucet	\$150	_____
Replace Shower Head	\$60	_____
Replace toilet tank lid	\$30	_____
Replace toilet seat	\$30	_____
Replace garbage disposal	\$115	_____
Clear toilet/sewer lines	\$75	_____
Clear shower drain	\$75	_____

**Pest Control**

Exterminate for cockroaches	\$300	_____
Exterminate for fleas	\$300	_____

**General Repairs**

Replace Thermostat	\$40	_____
Remove tenants personal items	billed at cost	_____

**Lock Replacement**

**Courtyards**

Lost TV Remote	\$100	_____
Lost garage remote	\$75	_____
Gym key not returned	\$50	_____
Mailbox key not returned	\$50	_____
Apartment key not returned	\$100	_____

**Wellington/Carisbrooke**

Gym key not returned	\$50	_____
Apartment key not returned	\$100	_____

**Twin Oaks**

Apartment key not returned	\$100	_____
Laundry key not returned	\$100	_____

**Barrington**

Apartment key not returned	\$100	_____
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**Locks**

Replace Key (not re-key)	\$12	_____
Replace Door Lock	\$100	_____
Replace Dead Bolt	\$100	_____

**Total Damage** \_\_\_\_\_

**Total** \_\_\_\_\_

Agent: \_\_\_\_\_ Date: \_\_\_\_\_

Tenant: \_\_\_\_\_ Date: \_\_\_\_\_

Tenant: \_\_\_\_\_ Date: \_\_\_\_\_