

Moving Out Guide for Tenants

This guide provides information to assist you with finalising your tenancy. For more information please refer to the RTA's Moving out information for tenants in houses and units. Please refer to your Entry condition report (Form 1a) to ensure the property is left in the same condition it was when you moved in.

All rooms	
	Clean windows, sills / tracks, frames and fly screens
	Clean doors, frames and skirting boards
	Clean fans and light fittings - replace any blown light globes
	Clean all cupboards / wardrobes, tracks and shelving
	Clean walls and mirrors - remove dust, grease, cobwebs, marks etc.
	Clean power points and light switches – remove finger marks and dust
	Clean blinds / curtains
	Vacuum and clean floors
	Wipe outside of air-conditioning units and clean filters (if applicable)
Kitchen	
	Clean inside and outside of all cupboards
	Clean kickboards and handles
	Clean countertops and surface areas
	Clean inside and outside of dishwasher and fridge and defrost freezer (if supplied)
	Clean and remove grease from stove elements, dials, oven, oven racks, griller and trays
	Clean range hood filters and exhaust fans
	Clean and descale sink and taps
Bathroom / toilet	
	Clean sink, vanity, taps and bath
	Clean toilet and cistern
	Clean tiles and grouting
	Remove any mould from walls / tiles and ceiling
	Clean shower curtain / doors and shower recess
	Clean towel rails and mirrors
Laundry	
	Tub to be cleaned inside and out
	Clean washing machine inside and out (if supplied)
Outdoor areas	
	Mow grass and trim edges (if applicable)
	Weed garden beds (if applicable)
	Sweep external areas
	Empty and wash out bins
	Remove any oil stains on driveway or in garage
	Remove cobwebs

Additional items

- You must ensure the carpets are cleaned and the property is free of pests when you move out. This is to be completed to the same standard as it was when you first moved into the property.
- Please ensure you remove any rubbish and personal belongings. Anything left behind at the property will be removed and disposed of at your expense.
- If any alterations or modifications have been made to the property, please review your alteration request documentation to determine your obligations or contact our office for information.
- Your tenancy does not finalise until all keys to the property are returned to Regional Housing Limited. You are required to keep making your rent payments until you have returned the keys.
- We will complete an exit inspection once you have returned the keys to the property. You are welcome to attend this inspection.
- If the property is not left in a satisfactory condition you will be asked to return and clean the premises. Alternatively, professional cleaners will be called in at your expense.
- You will need to disconnect, connect or transfer the relevant utilities from your current property to the property you are moving into:

Utility	Disconnected	Connected	Transferred
Electricity			
Gas			
Internet			
Phone			

- Please ensure you have your mail redirected to your new address. You will also need to contact all relevant organisations to change your address. The list below may be a helpful starting point:

	Australian Electoral Commission
	Australian Taxation Office
	Banks
	Centrelink
	Childcare
	Dentist
	Doctor
	Insurance companies
	Local council
	Mail order catalogues / magazine subscriptions
	Medicare
	QLD Transport – Drivers Licence, Car Registration etc.
	School
	Superannuation fund

If you have any concerns or questions please do not hesitate to contact Regional Housing Limited on 1300 642 123 or info@regionalhousing.org.au.