

# CLV Townhouse End of Term Checklist

The following items must be completed prior to sanitization:

## Kitchen and Front Hall

- Sweep/wash floor
- Clean stove top/pots/exterior/range hood & fan
- Clean sink/taps
- Clean countertops & backsplash
- Wash cupboard drawer & door fronts
- Clean the fridge
- Remove all garbage and recycling

## Living Room

- Vacuum carpet OR
- Sweep and wash hardwood flooring
- Wipe furniture

## Upstairs and Hallway

- Vacuum carpet (do not use beater bar on stairs)

## Upper Washroom

- Remove all personal items
- Sweep/wash floor
- Clean sink/taps
- Clean counter/vanity
- Wipe down mirror
- Clean toilet
- Clean tub/shower

## Study Room and Stairs

- Vacuum carpet (do not use beater bar on stairs) OR
- Sweep and wash hardwood flooring

## Basement Washroom

- Sweep/wash floor
- Clean sink/taps
- Clean counter/vanity
- Wipe down mirror
- Clean toilet

## Laundry Room

- Sweep/wash floor
- Wipe washer/dryer
- Clean laundry sink

## Bedroom\*

- Remove all personal items
- Return all Waterloo bedroom furniture to original position (see picture)
- Wipe all furniture
- Remove all garbage
- Vacuum carpet

*\*Only for students leaving at the end of term*

## **ADDITIONAL NOTES / INFORMATION:**

- Final inspections are performed after vacating and return of keys.
- Keys must be returned to the front desk no later than 10am on move-out day.
- Prior to vacating please ensure all cleaning items have been completed and all personal belongings have been removed from the townhouse including both front and back yards (charges will be applied for any items left uncompleted from checklist above)
- Any applicable charges will be posted to the main tenants Quest account (failure to pay outstanding charges will result in a Request to Withhold Marks – no diplomas, transcripts or other student documents will be released until all outstanding charges have been paid in full).



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Estimate of cleaning charges:

Please note: these figures are estimates only – actual charges are assessed on an individual basis per condition and time required to perform corrections. Additional maintenance/repair charge estimates are not included in list below, as repairs may vary depending on damage.

General:

\$ 10.00	Vacuum carpets/sweep and wash hard flooring (per room)
\$ 10.00	Wipe window sills/wash vents (per room)
\$ 10.00	Wipe wood trim (per room)
\$ 10.00	Wash dirt etc. from walls (per room)
\$ 10.00	Remove all garbage and recycling (per room)
\$ 10.00	Clean laundry room sink
\$ 30.00	Wipe surfaces of washer / dryer / water heater / furnace / sump pump
\$100.00	Removal of any personal items and/or furniture etc.

Kitchen:

\$ 25.00	Oven
\$ 25.00	Burner pots
\$ 15.00	Top and sides of stove
\$ 25.00	Range hood/filter/backsplash
\$ 30.00	Clean fridge and freezer (inside and outside)
\$ 50.00	Wash cupboards (inside and out)
\$ 25.00	Clean sink/taps/countertops
\$ 25.00	Sweep & wash floor (including under & behind fridge & stove)

Washrooms:

\$ 30.00	Clean bathtub / tub walls/ taps & showerhead
\$ 15.00	Clean sink / taps / countertop
\$ 15.00	Clean cupboard (inside and outside)
\$ 5.00	Clean mirror
\$ 15.00	Clean toilet
\$ 15.00	Sweep and wash floor

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If you have questions or concerns about moving or cleaning, contact [clvmaint@uwaterloo.ca](mailto:clvmaint@uwaterloo.ca). Thank you in advance for your cooperation.

**Campus Housing**

