

Move Out Checklist

- Review Lease Agreement:**
Review your lease agreement to understand move-out procedures, notice period, and any specific requirements.
- Notify Property Management:**
Notify the property management team of your intention to move out and provide the required notice period.
- Move Out Inspection:**
Schedule a move-out inspection with the property management team to assess the property's condition.
- Clean and Repair:**
Repair any damages or issues caused during your tenancy. Thoroughly clean the property, including floors, walls, appliances, and fixtures.
- Remove Personal Items:**
Ensure all personal belongings are removed from the property.
- Disconnect Utility Service:**
Schedule utility disconnections and transfer services out of your name.
- Cancel or Forward Mail:**
Contact USPS to cancel or forward your mail to your new address.
- Return Keys, Cards & Garage Door Openers**
Return all keys, access cards, and remotes to the property management team.

- Provide Forwarding Address:**
Provide your new address to the property management team for any future correspondence.
- Update Personal Contact Information:**
Update your address with relevant institutions, including banks, employers, and subscription services.
- Provide Feedback:**
Did you enjoy your time living with Local Leasing & Property Management? It would mean the world to us if you shared your experience in a Google review.

*We're only a call
or click away!*

**DON'T HESITATE TO REACH OUT
TO YOUR LOCAL TEAM IF YOU
NEED HELP WITH ANYTHING!**

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