



AMG PROPERTY MGT, LLC

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TENANT MOVE OUT CHECKLIST

***Please return this form along with all rental home keys & garage remote on the last day of your lease.** You may turn in to office during business hours or after hours in the front mail box slot. Checkmark each item in the box below to complete the move-out checklist:

All repairs or maintenance items that are necessary to return the premises to the identical condition as in the pre-occupancy inspection are the responsibility of the tenant. The cost of any repairs or removal of any items will be deducted from the security deposit or charged to you afterwards. You will be charged for any missing remotes plus the cost to reprogram the opener if not returned.

***We will seek collection for any remaining balance due.**

- *All personal property including furniture, trash, motor vehicles and all other items on the property when you moved in, must be removed from the home & surrounding property. **If anything is left behind it shall be regarded as abandoned & may be destroyed, hauled away or otherwise disposed of and will result in the forfeiture of your FULL DEPOSIT.***
- *If you had permission to paint in the home you must paint the walls back to white with no color showing through. **If this is not done it will result in the forfeiture of your full deposit.***

	Provided 30 day written notice
	Returned Keys & Garage remote <i>(if applicable)</i>
	Provided forwarding address
	Returned checklist on last day of lease
	Locked all windows & doors
	Cleaned out kitchen/bathroom cabinets
	Clean floors/vacuum
	Cleaned tub/shower & surrounding area
	Cleaned all toilets & all sinks
	Removed all trash/furniture in all areas of home: garage, interior & exterior

Move Out Date: _____ Property: _____

Forwarding Address: _____

Tenant Signatures: _____ Date: _____

AMG Staff Signature _____ Date Received: _____

For office use only:

Tenant balance\$ _____ Tenant fulfilled lease term ___ Tenant broke lease early

___ Section 8 Tenant ___ Tenant was evicted ___ Move-in CL Completed & attached for review ___ N/A

___ Tenant Returned Remote ___ Tenant Paid \$50 for Remote deposit ___ Tenant Returned Key

___ Tenant transferring to AMG Property at: _____ Rent amount: _____

Pictures needed? _____