



# Resident Move-out Timeline



## Notice of Intent to Vacate:

60 days prior to move-out (Lease terms may vary; review Lease Contract for details)

- FirstKey Homes requires written notice 60 days prior to move-out.



## Pre-Move-Out Inspection:

Last month prior to move-out (Approximately 7-30 days prior to move-out)

*The Pre-Move Out Inspection prepares you to vacate the property and return it with minimal damages.*

- We will contact you to schedule a pre-move inspection to occur the last month of your residency.
- This appointment is highly recommended for all residents. The goal is to identify any potential damages that you can address to maximize your potential security deposit return. The inspection will take place during business hours and can take up to an hour to complete.
- A coordinator will be reaching out for scheduling; to schedule your inspection early, please submit a request through our online Help Center (select "Move-Out Inquiry" from the drop-down menu).
- If you are planning to rent another home with FirstKey Homes, you must complete your pre-move inspection prior to application submission and approval.



## Payment:

- The full month's rent will post on the month of your move-out. However, it will be adjusted based off your move-out date once you move out. This adjustment will reflect on your move-out statement.
- You may pay the prorated amount by calling the Payment Processing Center at 844.785.4078.



## Move-Out Day Procedure:

- Remove all items from the property and deep-clean the house, including kitchen appliances and bathroom facilities.
- If you vacate early, **UTILITIES MUST STAY ON** through the end of your lease term.
- To check out on move-out day, use the instructions sent to your email.
- PLACE 1 KEY IN THE RENTLY BOX** and leave any remaining keys and garage remotes on the counter.
- If you have not been provided a code, you must turn in all keys and garage remotes, if applicable, to the local office.
- Set **HEAT TO 65 DEGREES** during the winter and set **AC TO 80 DEGREES** or below in the summer.
- Provide all forwarding address changes in writing to the local team ASAP.



## Move-Out Inspection:

(May take up to 72 hours after move-out, depending on scheduling/availability)

- The final move-out inspection will only be completed after you have completely vacated the premises.
- If you're interested in attending the inspection, please contact the office during regular business hours to inquire about scheduling a joint move-out inspection. Note that volume will dictate the availability of appointments.
- Please note that the employee conducting the inspection won't be able to provide you with a list of charges. Also, attending the inspection will not affect the charges you receive, or expedite the processing of your security deposit.



### Note

Any missed pre-move-out inspection appointments will result in a **\$105** no-show fee.



## Post Move-out and Security Deposit Processing:

Timeline varies by state (7-45 days after move-out)

- After inspection, all additional charges for cleaning, damages and repairs to the property, reasonable wear and tear excluded, and unpaid ledger balances will be deducted from security deposit.
- Manager's decision is final regarding condition and cleanliness of the home including appliances, blinds/drapes, etc.
- An itemized statement detailing the cost of any charges will be provided for the balance of the deposit.
- If these charges exceed the amount of the deposit, resident agrees to pay the amount due.
- Once processing is complete you will receive a text message from our partner Yardi about getting your refund instantly. Opt-in and your refund will be sent to your bank account through your debit card. (A small service fee applies; this fee goes directly to Yardi Systems, Inc.; no part of the fee goes to FirstKey Homes, LLC.)
- If you chose not to opt-in for an instant refund, the deposit refund check will be made payable to the primary resident on the lease agreement unless written authorization, signed by all residents, has been provided. The deposit will be sent to the forwarding address provided. If no address is provided, the deposit will be mailed to the last known address.

# Move-Out Charge Potential Guide

This list contains the most common charges encountered when our resident(s) move out. It is intended to be representative and not comprehensive; all damages and other charges caused by the resident(s), including those not listed here, will be applied against the security deposit. Please note that these are minimum charges; actual charges may be higher. Normal wear and tear will be considered.

## Cleaning

<input type="checkbox"/>	Whole home	\$400
<input type="checkbox"/>	Deep cleaning per room	\$75
<input type="checkbox"/>	Clean oven and stove	\$50
<input type="checkbox"/>	Clean microwave	\$50
<input type="checkbox"/>	Clean stove hood	\$25
<input type="checkbox"/>	Clean refrigerator/remove food	\$125
<input type="checkbox"/>	Clean kitchen cabinets	\$45/per cabinet
<input type="checkbox"/>	Cleaning kitchen floor (under stove/fridge)	\$35
<input type="checkbox"/>	Clean tub/shower and surrounding areas	\$50
<input type="checkbox"/>	Tub resurface/acid wash (tub only) (tub, shower, surrounding area)	\$350 \$650
<input type="checkbox"/>	Clean toilet and sink	\$45
<input type="checkbox"/>	Clean bath cabinets/floors	\$45
<input type="checkbox"/>	Vacuum throughout home	\$50
<input type="checkbox"/>	Clean air vent	\$35
<input type="checkbox"/>	Carpet stains/steam clean	\$350
<input type="checkbox"/>	Clean fireplace	\$300
<input type="checkbox"/>	Clean/repaint baseboard	\$2.75/linear ft
<input type="checkbox"/>	Clean window	\$35
<input type="checkbox"/>	Clean windowsill	\$35
<input type="checkbox"/>	Clean window blinds	\$35
<input type="checkbox"/>	Clean ceiling fan	\$35

## Flooring

<input type="checkbox"/>	Repair carpet	\$2.50/sq ft
<input type="checkbox"/>	Repair flooring	\$2.50/sq ft
<input type="checkbox"/>	Refinish hardwood	\$6/sq ft
<input type="checkbox"/>	Repair/replace kitchen floor	Varies
<input type="checkbox"/>	Repair bathroom floor	Varies
<input type="checkbox"/>	Repair floor tile (per tile)	\$100
<input type="checkbox"/>	Replace carpet	\$2.20/sq ft

## Walls

<input type="checkbox"/>	Repair small hole in wall	\$75
<input type="checkbox"/>	Repair large hole in wall	\$150
<input type="checkbox"/>	Repaint (per room)	\$200

## Doors & Locks

<input type="checkbox"/>	Rescreen sliding door	\$75
<input type="checkbox"/>	Replace sliding glass	\$2,700
<input type="checkbox"/>	Replace French door	\$2,700
<input type="checkbox"/>	Replace exterior door	\$750
<input type="checkbox"/>	Repaint interior door	\$75
<input type="checkbox"/>	Replace interior door	\$350
<input type="checkbox"/>	Replace cylindrical door lock	\$45
<input type="checkbox"/>	Replace deadbolt lock	\$45

## Windows

<input type="checkbox"/>	Replace blinds	\$75
<input type="checkbox"/>	Replace window	\$350
<input type="checkbox"/>	Rescreen window	\$45

## Exterior

<input type="checkbox"/>	Clean water system/fill with salt	\$150
<input type="checkbox"/>	Mow yard	\$125-\$250
<input type="checkbox"/>	Weed and mulch planters/flower beds	\$125-\$750
<input type="checkbox"/>	Prune palm trees (depending on height)	\$300-600
<input type="checkbox"/>	Clean pool	up to \$650
<input type="checkbox"/>	Rescreen pool/patio cage	\$100/panel
<input type="checkbox"/>	Clean gutters	\$125-\$250
<input type="checkbox"/>	Leaf removal	\$125-\$550
<input type="checkbox"/>	Trim bushes/hedges	\$45-\$125 per bush

## Miscellaneous

<input type="checkbox"/>	Replace stove/oven knob	\$50
<input type="checkbox"/>	Replace countertops (burns/ holes)	\$2,200
<input type="checkbox"/>	Replace mirror	\$300
<input type="checkbox"/>	Replace towel bar	\$45
<input type="checkbox"/>	Replace thermostat	\$250
<input type="checkbox"/>	Replace smoke or CO2 detector	\$125
<input type="checkbox"/>	Smoke damage	\$250/room
<input type="checkbox"/>	Trash removal (Scope will be determined by vendor. Ensure that all garbage is already collected from the curb.)	\$500-\$750
<input type="checkbox"/>	Removal satellite dish	\$200
<input type="checkbox"/>	Replace air filter	\$45
<input type="checkbox"/>	Replace light bulb	\$15

## Property Address

## FKH Inspector

**Total Potential Charges: \$** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Resident Signature  
(Acknowledgment of receipt:)**

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