

Affinity Group Incorporated

(503)-699-7180

AffinityGroupOregon@yahoo.com

HOUSING CLEANING RESPONSIBILITIES ADDENDUM TO RENTAL AGREEMENT

As the tenant(s) you are to tend to these tasks, at least monthly and your final cleaning should be much easier. Performance of these tasks will be required just prior to your vacating the property and are the guidelines for your move out inspection.

1. Clean and wipe cobwebs from:

- Ceiling
- All corners-particularly in closets
- Light fixtures in each room (replace all burned out bulbs)
- Outside (in front and back) of house, especially under the eaves

2. Wash or wipe off with an appropriate cleaning agent:

- Heaters in bathroom, bedrooms, living room
- All walls
- Floor and door molding
- Shelves in bedroom closets and clothes pole
- All doors (both sides)
- Light switches, sockets, thermostats and doorbell box
- Vent covers

3. Floors:

- Vacuum carpets
- Sweep, mop kitchen and bathroom floors (and front entrance if applicable)

4. Windows & Screens:

- Wash and dry, inside and out
- Clean grooves with cloth and screw driver
- Wash sills and frames; use mildew cleaner where and when necessary
- Wash or dry clean window coverings as appropriate
- Wash or dust mini-blinds

5. Bathroom(s):

- Shower rod
- Toilet bowl (inside and out) and toilet tank
- Sink, counter top and cupboards
- Mirrors and shelves
- Faucets and shower heads (rubbing alcohol shines chrome)
- Shower door (remove soap film)

Tenant

Date

Tenant

Date

HOUSE CLEANING RESPONSIBILITIES

6. **Kitchen (use soap and water or other cleaning agent):**
 - Stove (use oven cleaner on oven), wash stove top and burner wells, replace drip pans and rings if necessary
 - Refrigerator (wash inside and out), turn to low and leave box of soda inside, vacuum lint from back and underneath
 - All cupboard door panels (cleanser helps), cupboard shelves, drawers and top of kitchen cupboard (remove all grease)
 - Counter top and sink
 - Hood (inside and out), clean filter and light (replace if necessary)
 - Dishwasher (wipe inside and out)
7. **Heating system:**
 - Remove dust or lint from electric baseboard or wall units
 - Replace furnace filter on electric or gas forced air furnace (at least every 3 months and at move out)
 - Clean all heat ducts
8. **Fireplace (where applicable):**
 - Remove all wood, clean out ashes, sweep and wash hearth
 - Show proof of professional chimney cleaning at move out if done just prior to move-in or during tenancy by the Landlord. The tenant agrees to have the chimney cleaned every fall before using in the winter or just prior to using each year
9. **Patio (a general overall neat appearance is expected):**
 - Wash back screen door, sweep and wash down cement patio or deck
 - Knock cobwebs down from under eaves
 - All garbage and personal belongings must be removed from the premises
10. **Front entrance:**
 - Wash front brick ledge (where applicable)
 - Wipe off porch light
 - Sweep sidewalk (where applicable)
 - Hose outside walls
 - Wash front door
11. **Yard: (See also yard addendum if applicable)**
 - Mow lawn and necessary pruning of shrubs & trees up to 8' from ground
 - Remove all weeds from beds
12. **Garage or carport:**
 - Sweep floor, hose if dusty
 - Wash all cobwebs from walls
 - Remove all contents not belonging to property

If these outlined responsibilities are done, at move out along with rent paid in full, your last utility bill paid for, your original keys and any duplicates made, no damage done to the property other than normal wear and tear, and your final check out inspection, will enable you to have you security deposit refunded in full.

Tenant

Date

Tenant

Date