



455 W STUART RD | BELLINGHAM, WA 98226

WHAT TO EXPECT WHEN YOU MOVE OUT

Prorated Amount, Last Month's Rent, and Autopay

Your rent will be automatically prorated for your last month. If you paid last month's rent upon moving in, that amount will be credited to your account on or before the first of your move-out month. The autopay does not automatically turn off before your last month so if your rent is prorated, please make sure you go into your tenant portal and turn off your autopay under the payments tab. Should your payment or last month's rent amount exceed the prorated rent charged, the credit will be issued back in your move-out statement.

Showings

Please be prepared to have showings of your unit. We will always provide 1 day notice of the scheduled showings, and a Landmark representative will accompany the prospective renters at all times.

Address Transfer

Make sure that you contact all appropriate utility providers to stop or transfer services as of your lease end date. In addition, make sure that you update your address in advance for any monthly shipments or regularly used shipping sites like Amazon. You should also forward your mail to the post office so that nothing gets missed.

Key Return Date

To avoid additional rent charges, all keys must be returned on your lease end date. We are open Monday-Friday 8am-5pm. If your lease ends on a weekend, the keys need to be returned in the drop box on your lease end date. If you return keys using the drop

box, make sure that you put them in a labeled envelope and include the move out form. Remember that leaving keys in the unit does not constitute turning them in. *Please remember to turn in all parking permits, garage remotes, fobs, etc. if applicable to avoid a replacement fee.

Security Deposit Checks

Your security deposit statement will be post-marked within 30 days from the day your keys are returned to our office. We will provide the refund or statement to the name/address provided on the move out form filled out when keys are returned, or to the last known address. Only ONE refund check will be issued with the names of all tenants on the lease agreement. It is possible you will receive a deposit refund notice with **estimated charges** on it if we have not received actual invoices from our vendors; in this case you can expect to receive a second finalized notice with an additional check or invoice.



COMMON DEPOSIT DEDUCTIONS

General Cleaning

Please reference our "Cleaning Guidelines" for specific cleaning requirements upon vacating; this form is available on our website under "Tenant Resources". Our goal is to put you in a position to redeem as much of your damage deposit as possible. You have the opportunity to make the move-out process inexpensive, easy, and orderly. Please utilize these guidelines to increase the level of cleanliness within your rental unit and to afford yourself the opportunity to recoup the maximum amount possible from your damage deposit.

Before the walk-through/move-out inspection is performed, the residence must be completely cleaned of all personal items, personal debris, and cleaning items and restored to the move-in condition (inside and out), less normal wear and tear and any owner/agent-approved tenant improvements. If you removed any original items, such as curtains or drapes, be sure to put them back up.

Maintenance

Here are a few common items tenants don't replace when they vacate and get charged back for: - Drip pans - Light bulbs (including a stove or fridge light) - Smoke detector batteries. Many tenants are also charged back for patching holes and painting over them. Please also know that if holes are patched inappropriately, you will likely be charged for the maintenance team to fix and paint over them.

Landscaping

If you are responsible for the landscaping at your property, make sure to tend to the yard before your move-out date as any landscaping needed to bring the unit back to move-in condition will be billed back.

Trash/Hauling

Make sure that you properly dispose of all your furniture and waste, and don't leave anything in the unit. It may sound easier to leave it, but the cost for a maintenance vendor to remove it adds up quickly with the time and dump costs. Do not leave any furniture in the dumpster area or on the side of the road. *If you are in a single-family home, please make sure that your last trash pickup is scheduled, as you may be charged to remove that if it is not taken care of.

MOVE-OUT INSPECTION

You must return all your keys, fobs, garage door openers, etc. to our office no later than 5pm on the last day of your tenancy. Failure to do so will result in a key penalty of \$50.00 and a charge levied for any extra day's rent.

Once we have received your keys and the move-out key form, a move-out inspection will be scheduled. These inspections are performed by an impartial party and will strictly document the current state of the unit. No determinations will be made during inspection regarding damage being pre-existing or not. The inspection video link will be shared with you on your final statement, which will be mailed to your forwarding address within 30 days of move-out.