



# FINAL MOVE-OUT CHECKLIST

**NON-RETURNING  
STUDENTS**

## BEFORE MOVE-OUT

- Notify Management of Your Move-Out Date** – Let us know when you'll be leaving so we can plan accordingly.
- Change Your Address** – Change it for mail, banking, and school records.
- Cancel or Transfer WiFi** – If you set up WiFi, make sure to cancel or transfer your account.
- Know Trash & Donation Rules** – Dispose of large items properly or donate what you don't need.

## CLEANING & PACKING

- Take ALL Personal Belongings** – Furniture, clothing, food, and decor must be removed.
- Deep Clean Your Unit** – Wipe down surfaces, sweep/mop floors, and clean appliances, bathrooms, and sinks.
- Check for Forgotten Items** – Look under beds, inside closets, and in kitchen cabinets.
- Take Out ALL Trash** – Do not leave any trash in the unit or common areas. Trash must be placed **INSIDE** the dumpsters—do not leave bags or bulk items outside the bins.
- Return the Unit to Move-In Condition** – It should look the way it did when you arrived!

## FINAL STEPS

- Lock All Windows & Doors** – Secure the unit before leaving.
- Return All Keys** (if applicable) – Hand them in/use the designated drop-off location.
- Confirm Security Deposit Process** – Ensure you've completed all requirements to receive your deposit.
- Say Goodbye!** – Snap a final pic of your college home before heading to your next adventure!