

Lawless Real Estate Services

## Tenant Move-Out Instructions

Dear [Tenant Name],

Thank you for submitting your Notice to Vacate. We appreciate you choosing Lawless Real Estate Services and hope your time in the property has been a positive experience.

To ensure a smooth transition and avoid unnecessary deductions from your security deposit, please carefully review and follow the guidelines below as you prepare to move out:

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### Cleaning Requirements

- The property must be professionally cleaned prior to move-out. This includes:
    - Kitchen appliances (inside and out)
    - Bathrooms (toilets, tubs, sinks, mirrors)
    - Baseboards, blinds, window sills, and fans
    - Interior of cabinets, drawers, and closets
    - Floors swept and mopped
  - Carpets must be professionally cleaned. A receipt may be asked to be provided at or before your move-out walk-through or during security deposit disposition. DIY carpet machines are not accepted.
  - The home must be free of trash and personal belongings inside and out, including garage, yard, patios, and storage areas.
  - Yard must be freshly mowed if it is already part of the lease and preferably professionally. .
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## Keys, Remotes & Access Devices

- Do not use the deadbolt on the front door on your way out unless you are leaving the key inside and have coordinated with us.
  - All garage remotes, mailbox keys, HOA pool keys, and access cards must be returned at your final walk-through or left on the kitchen counter if no walk-through is scheduled.
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## Utilities

- All utilities (electric, water, gas, etc.) must remain on and in working order through 5:00 PM on your scheduled move-out date.
  - This is necessary to ensure proper inspection and to allow for a smooth transfer of service. Failure to do so may result in delays and additional charges.
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## Forwarding Address & Deposit Return

- Please email your new forwarding address to us at least 3 business days prior to your move-out date.
  - If a forwarding address is not provided, your security deposit will be mailed to the last known address—which is the property you are vacating.
  - As per Texas Property Code, the return of your security deposit may take up to 30 days from the date you fully vacate and return possession of the property.
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## 🙏 Final Notes

Thank you again for leasing with Lawless Real Estate Services. We truly appreciate your tenancy and hope to assist you again in the future. Whether you're looking for another rental or are considering purchasing a home, we're here to help you with your next move.

Please don't hesitate to reach out with any questions. We wish you the very best in your next chapter!

Warm regards,

Kelly Lawless

Lawless Real Estate Services

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