

End of Tenancy Checklist

You need to leave the property in the same condition it was in when your tenancy started. This means the start date on the tenancy, not the date you moved in.

It is good practice to check your tenancy agreement for your responsibilities. You may be responsible for:

- ☐ Light bulbs
- ☐ Fuses
- ☐ Smoke alarm batteries
- ☐ Gardening
- ☐ External window cleaning

Cleaning List

Thoroughly clean the whole property before you move. Make sure you don't forget to:

- ☐ Donate unwanted, good-quality items and unopened, in-date food to charity as part of the [Give It Don't Bin It](#) campaign. Find your nearest donation point on the website.
- ☐ Donate unwanted furniture to the [British Heart Foundation](#).
- ☐ Clean the oven (both inside and out).
- ☐ Defrost and clean the fridge and freezer.
- ☐ Dust and clean the top of the kitchen cupboards (and the insides too!)
- ☐ Dust and clean the skirting boards.
- ☐ Remove any blu-tack and clean any marks from the walls.
- ☐ Thoroughly clean the bathroom and remove any mould or mildew.
- ☐ Clean and Hoover under your beds.
- ☐ Empty all your internal bins and place them into the correct recycling bin.
- ☐ If you have wheelie bins, leave them out for collection on the correct day prior to move out - don't leave it until the day you move.
- ☐ Return bins to your property before you leave.
- ☐ Leave the exterior of the property tidy - do not fly tip!

Utility Bills

Check if you need to return your routers and TV box to the supplier(s) (they may charge you if you don't).

The last person should take the final meter readings (a photo is always good) and send them to your suppliers, close the accounts and provide them with a forwarding address.

- ☐ Gas (reading _____ date of reading _____)
- ☐ Electricity (reading _____ date of reading _____)
- ☐ Water (reading _____ date of reading _____)

Inform the Council you will be leaving at the end of your tenancy.

- ☐ Non-final year students: email the council and provide them with your new student/term-time address.
- ☐ Final year students: email the council and provide them with your forwarding address.

Note: Most final year students are liable for council tax for the last few weeks of the tenancy, as student status usually ends at the beginning of June. If you do not provide a forwarding address you may miss any bills the council sends, resulting in fees and court charges.

Getting Your Deposit Back!

Your landlord must return your deposit within 10 days of you both agreeing how much you'll get back. Any deductions from the deposit can only be made at the end of the tenancy and if you/ the lead tenant agree with them. If you think any proposed deductions are unfair, there are steps you can take. Find out more on the [Manchester Student Homes website](https://www.manchesterstudenthomes.com).

Contact us via email at manchesterstudenthomes@manchester.ac.uk or call us on the number below for further advice!