

End of Tenancy Check List

- You only 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 also good practice to check your tenancy agreement as you may be responsible for certain items that you were unaware of, for instance:
 - Light bulbs
 - Fuses
 - Batteries in smoke alarms
 - Gardening
 - External window cleaning

Cleaning List

- Don't throw out your broadband appliances! Instead pack these in a separate bag; you will need to return these.
- Clean the oven (both inside and out).
- Defrost and clean the fridge and freezer.
- Dust and clean the skirting boards.
- Remove any blu-tack and clean any marks from the walls.
- Dust and clean the top of the kitchen cupboards (and the insides too!)
- Unwanted items? Donate them to the British Heart Foundation as part of the [Give It Don't Bin It](#) campaign - there are banks in and around Manchester.
- Donate unopened, non-perishable and in-date food items to FoodBank - We are a donation point.
- Empty all your internal bins and place them into the correct recycling bin.
(If your property has individual bins, you can leave extra bags out for collection next to your appropriate recycling bin on bin collection days between Monday 4th June to 9th July 2018.)
- Leave your bins out for collection on the correct day - don't leave it until the day you leave.
- Leave the exterior of the property tidy - do not fly tip!
- Thoroughly clean the bathroom and remove any mould or mildew.
- Clean and Hoover under your beds.

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Before you leave

- Do an inventory check out with the landlord.
- Lock all windows and doors.
- Turn on the alarm (if there is one).
- Cancel or change the address on any regular subscriptions/deliveries.
- [Royal Mail](#) has a redirection service which you can subscribe to.

Utility Bills

- 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 council and provide them with your student address
 - Final year students
 - Email the council, 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 the student status most likely end at the beginning of June. If you do not provide a forwarding address you may miss any bills the council sends, this could result in fees and court charges

- Send all routers and TV box back to the supplier (if you don't they will charge you)

Getting your deposit back

You have left your rented accommodation but you have not received your deposit. Contact us via email at manchesterstudenthomes@manchester.ac.uk or call us on the number below for further advice!