

Information about the final cleaning of your apartment

Dear tenant

You will be moving out of your apartment soon.
A professional final cleaning has been agreed upon in the lease.

Your customer advisor will be happy to help you organize the service of a professional cleaning company.
There is no organizing fee if the final cleaning is arranged by Mr. Lodge. The landlord will receive the invoice for the cleaning and will deduct the amount from the security deposit.
The costs for the cleaning depend on the condition of the apartment and the amount of work necessary.

For a property in a normal state of cleanliness, i.e. if the apartment has been cleaned on a regular basis during the tenancy, the following hours can be used as orientation:

Category	Number of hours	Rate incl. VAT
1-room apartment:	5 - 8 hours	150€ - 270 €
2-room apartment:	6 - 10 hours	180€ - 340€
3-room apartment ca. 80 m ² :	9 - 14 hours	270€ - 470€
4-room apartment ca. 100 m ² :	10 - 20 hours	300€ - 670€
houses ca. 150 m ² :	16 - 28 hours	480€ - 940€

If the apartment is dirtier there can be a significant difference in the hours.

The hourly rate is between **25,- € to 28,-€ per hour/person (+ VAT)**
plus service call charge (25-30€ in the urban area).

If required: Invoice of the laundry/cleaning (possibly further transport expenses)

By thoroughly cleaning the apartment yourself, the costs for the professional cleaning can be significantly reduced.
Below you can find a check list containing everything you need to think of for the final cleaning.

Check list for final cleaning:

Kitchen

<input type="checkbox"/>	fridge/freezer	→	defrosted/cleaned
<input type="checkbox"/>	cooker	→	cleaned
<input type="checkbox"/>	oven	→	cleaned
<input type="checkbox"/>	extractor hood	→	grease filter replaced or cleaned
<input type="checkbox"/>	sink	→	descaled/cleaned
<input type="checkbox"/>	dishwasher	→	cleaned (including rubber seal)
<input type="checkbox"/>	dishwasher sieve	→	cleaned
<input type="checkbox"/>	fittings	→	descaled/cleaned
<input type="checkbox"/>	tap filter	→	descaled (replaced if necessary)
<input type="checkbox"/>	work surface	→	cleaned streak-free
<input type="checkbox"/>	drawers	→	cleaned
<input type="checkbox"/>	cutlery box	→	cleaned
<input type="checkbox"/>	cupboards	→	cleaned
<input type="checkbox"/>	front surfaces/handles	→	cleaned streak-free
<input type="checkbox"/>	surfaces	→	cleaned streak-free
<input type="checkbox"/>	dishes	→	cleaned/polished
<input type="checkbox"/>	pots	→	cleaned/polished
<input type="checkbox"/>	cooking utensils	→	cleaned/polished
<input type="checkbox"/>	cutlery	→	cleaned/polished
<input type="checkbox"/>	glasses	→	cleaned/polished
<input type="checkbox"/>	kettle	→	descaled/cleaned
<input type="checkbox"/>	coffee machine	→	descaled/cleaned
<input type="checkbox"/>	microwave, toaster	→	cleaned
<input type="checkbox"/>	rubbish bin	→	cleaned/emptied

Bathroom

<input type="checkbox"/>	shower cubicle	→	descaled/cleaned
<input type="checkbox"/>	shower curtain	→	washed/dry-cleaned
<input type="checkbox"/>	bathtub	→	descaled/cleaned
<input type="checkbox"/>	washbasin	→	descaled/cleaned
<input type="checkbox"/>	fittings	→	descaled/cleaned
<input type="checkbox"/>	tap filters	→	descaled (replaced if necessary)
<input type="checkbox"/>	toilet	→	descaled/cleaned
<input type="checkbox"/>	toilet brush and stand	→	cleaned (replaced if necessary)
<input type="checkbox"/>	tiles	→	cleaned streak-free
<input type="checkbox"/>	grout	→	cleaned
<input type="checkbox"/>	mirrors	→	cleaned streak-free
<input type="checkbox"/>	bathroom cupboards	→	wiped
<input type="checkbox"/>	airing system	→	cleaned

Bedroom, guest room, study

<input type="checkbox"/>	surfaces, furniture, cupboard	→	cleaned
<input type="checkbox"/>	mattress	→	vacuumed
<input type="checkbox"/>	floor	→	swept/vacuumed (including under the bed)
<input type="checkbox"/>	carpet*	→	vacuumed, wet cleaned if necessary

Living room

<input type="checkbox"/>	sofa, armchair*	→	vacuumed, wet cleaned if necessary
<input type="checkbox"/>	sofa covers*	→	dry-cleaned if necessary
<input type="checkbox"/>	surfaces, furniture	→	cleaned
<input type="checkbox"/>	electrical appliances/ decorative elements	→	dusted
<input type="checkbox"/>	carpets*	→	vacuumed, wet cleaned if necessary

*Please note: If you made any stains, please remove them or have them cleaned.

Hallway

- | | | | |
|--------------------------|-----------------------|---|-----------------------------|
| <input type="checkbox"/> | surfaces, furniture | → | cleaned |
| <input type="checkbox"/> | storage room/cupboard | → | cleaned/tidied/put in order |

All

- | | | | |
|--------------------------|------------------------------|---|-----------------------------|
| <input type="checkbox"/> | windows + frames | → | cleaned streak-free |
| <input type="checkbox"/> | floors/skirting board | → | swept/vacuumed |
| <input type="checkbox"/> | doors + frames | → | cleaned |
| <input type="checkbox"/> | radiators | → | dusted |
| <input type="checkbox"/> | blinds/curtains/shutters | → | cleaned if necessary |
| <input type="checkbox"/> | light bulbs | → | please replace if necessary |
| <input type="checkbox"/> | batteries | → | replaced if necessary |
| <input type="checkbox"/> | lamps | → | dusted/cleaned |
| <input type="checkbox"/> | light switches/sockets | → | cleaned |
| <input type="checkbox"/> | vents | → | cleaned |
| <input type="checkbox"/> | spider webs | → | removed |
| <input type="checkbox"/> | rubbish | → | disposed of |
| <input type="checkbox"/> | washing machine | → | cleaned |
| <input type="checkbox"/> | drum | → | cleaned |
| <input type="checkbox"/> | rubber seal | → | cleaned |
| <input type="checkbox"/> | box for washing powder | → | cleaned |
| <input type="checkbox"/> | dryer | → | cleaned |
| <input type="checkbox"/> | balcony/terrace | → | cleaned (also in winter) |
| <input type="checkbox"/> | furniture of balcony/terrace | → | cleaned |

Laundry

- | | | | |
|--------------------------|----------------|---|---------------------------------|
| <input type="checkbox"/> | pillow | → | washed/dry-cleaned if necessary |
| <input type="checkbox"/> | duvet | → | washed/dry-cleaned if necessary |
| <input type="checkbox"/> | mattress cover | → | washed/dry-cleaned if necessary |
| <input type="checkbox"/> | bed linen | → | washed/ ironed/put on bed |
| <input type="checkbox"/> | towels | → | washed |
| <input type="checkbox"/> | kitchen towels | → | washed/ironed |
| <input type="checkbox"/> | bath mat | → | washed |

We kindly ask you to return the laundry washed and ironed, even if you did not use them.

What else do I have to keep in mind?

- “Decorate“ the apartment. After you have moved out, nobody else will enter the apartment. Please leave the apartment in the same condition that you would like to find it in the move-in.
- Have you left the password for the internet connection in the apartment for the new tenant?
- We kindly ask you to report any defects in the apartment promptly so that they can be rectified (e.g. mould, broken electrical appliances).
- Please check all light bulbs and replace them when necessary.
- Post will be delivered as long as your name is on the letter box.

We are happy to help you with any further questions!

Your Mr. Lodge Team