**How to Protect Your Deposit**

1. Put glides under all furniture that is on wood, laminate and vinyl flooring to prevent scratches.

2. Protect walls from couches, chairs, and beds including bedrails and head boards.

3. **Use straight pins to hang things on wall**. Found in sewing/fabric department at Walmart. Walls need to be in same condition as when you received them. Do NOT use command strips

4. Use “Clean Shower” regularly (at least weekly) on tub and shower to prevent soap scum build up. Don’t wait until you are ready to move out to try to clean it.

5. Vacuum carpets regularly to prevent buildup of dirt causing them to need to be professionally cleaned at your expense.

6. Use the exhaust fan when showering to prevent mildew/mold from forming above shower.

7. Be sure shower curtain or door is keeping the water in the shower, not leaking onto the floor which causes the floor to rot out. Be careful that water isn’t running under a bathroom rug and being trapped there.

8. If you have a glass top stove and have a spill over, wait until it is cooled then clean with ceramic top cleaner and a razor blade before you turn it on again. If you have drip pans, then they need to be clean & the rings around them. Sprinkle baking soda around rim then spray with vinegar and clean with sponge.

9. Place your grill at least 4’ from the vinyl siding.

10. **Check with us before allowing cable/satellite to be attached to the house. There will be a $100 fine for anything attached without our written consent.**

11. Be careful when weed eating near the vinyl siding.

12. The lease states that it is the tenant's responsibility to protect water pipes from freezing - #11 in lease agreement.  This includes but is not limited to:

 - disconnecting all outside hoses

- when leaving the house for extended time leave the heat on.  A rule of thumb is if you turn it down to 50 degrees then leave all cabinets doors open below a water source.  If you leave it at 60 degrees, you don't need to open cabinets. Note: it is not suggested to set thermostat below 50 degrees.

- closing all vents under the house.  We usually do this the week of Thanksgiving.  If you notice any

 open after this time either close it yourself or notify us by text or email.

13. Minimum charge of $5 per wall that needs to be touched up with paint. Because of fading, it is extremely hard to match it perfectly even with the same can of paint. If many spots need it on a wall then the charge will be $25 per wall since the entire wall will need to be painted. If you leave a spot with the texture pulled off, the charges will be at least $20 and up to $50 if it requires several times of building it back up and reapplying texture plus the repainting charge. Trim touch up is $10 since it involves another color, therefore another brush and extra time in cleaning the brushes.

14. Plan to spend time after all things are moved out to clean. We charge $25 per hour to clean. We have spent as much as 70 hours at some houses. The fee is charged to the group for all common areas and to the individual for the bedrooms. You will receive a move out reminder list during your last month of occupancy.

15. Leave premises in same condition as you received it at check in. In accordance with MO law, your deposit less any damages/charges will be refunded within 30 days of when the lease ends. We will do our best to be prompt. Leaving the property in good condition, speeds up the process. However if utilities are in my name, then I have to wait for the final bill. Electricity runs a full month behind so it will be closer to the 5th of the next month before I get everything to you.