



# Move-Out Planner

For additional information, go to <http://www.rentahome-kc.com>

1. \_\_\_ Complete and return “30 Day Notice to Vacate” at least thirty (30) days prior to the end of your lease term or last day of the month for your month-to-month tenancy
2. \_\_\_ Pay final month’s rent and any outstanding balances due under your lease or tenancy agreement
3. \_\_\_ Report any needed maintenance or repairs to Hackney Home Investors LLC
4. \_\_\_ Schedule general cleaning & final trash removal (see Cleaning Checklist for guidelines)
5. \_\_\_ Schedule final lawn & shrubbery maintenance
6. \_\_\_ Schedule carpet cleaning with an Approve Carpet Cleaning Company
7. \_\_\_ Schedule flea and tick spraying with an Approved Pest Control Company (if applicable)
8. \_\_\_ Contact utility companies and schedule a final meter reading no sooner than the last day of your lease or tenancy term
9. \_\_\_ Carpet Cleaning completed
10. \_\_\_ Flea & Tick spraying completed (if applicable)
11. \_\_\_ General Cleaning & Trash Removal completed
12. \_\_\_ Lawn Mowing & shrubbery Maintenance completed
13. \_\_\_ All keys, garage remotes and forwarding address provided to Hackney Home Investors LLC office no later than 5:00 PM on last day of lease or tenancy term

Hackney Home Investors LLC  
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