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Move-In/Move-Out Condition

The general guidelines are “normal wear and tear” and basically in “move-in condition”. This means that I should be able to tell that someone was living in the house, but any wear and tear should not cause landlord to do actual repairs/replacements. This list is not exhaustive, but fairly complete:

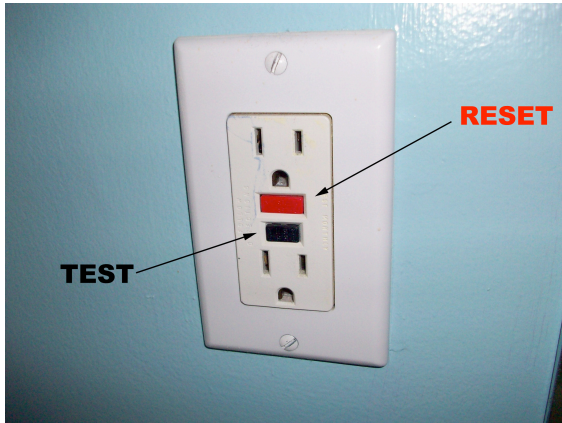
1. Normal wear and tear on walls. Very small holes (1/8” or smaller) for pictures OKAY. Larger holes may require repair, filling. No marking of any kind on walls from pencils, pens, etc.
2. All doors and windows operational, undamaged and no missing pieces.
3. All cabinet drawers, cabinet doors operational and undamaged.
4. Landscaping in good condition (lawn freshly cut or cut within last week); no dead or dying grass; hedges cut and trimmed; weeding done.
5. All appliances in original working order; no missing pieces; no broken pieces.
6. Carpet shows normal wear: I like to amortize my carpets over 7 years. If your carpet is new at move-in and you stay 3 years, it should have 4 years left.
7. All plumbing and electrical fixtures operational and not broken, no missing pieces.
8. No obvious willful damage to property. If a neighbor causes damage to the property, it is the responsibility of the tenant to repair damage and to get repayment from neighbor.
9. Kitchen freshly cleaned: oven cleaned, sinks cleaned, dishwasher is clean, refrigerator empty (regular and freezer) and clean (refrigerator should be ON and set to lowest setting-do NOT turn it off and do NOT leave door open), range top cleaned, countertops cleaned off, cabinets wiped down.
10. Bathrooms cleaned: all tubs, sinks, showers, countertops cleaned off, cabinets wiped down. Mirrors cleaned. Mildew/shower scum cleaned from shower walls.
11. Floors-tile: cleaned.
12. Floors-carpet: no visible new holes/tears, no visible new stains; professionally cleaned is preferred; vacuumed.
13. All keys keyed to same key (as at move in).
14. All garage openers returned in working condition (with demonstration).
15. Original window treatments operational and not broken, no missing pieces. Please note that landlord does NOT maintain window treatments.
16. All closet shelving, etc. operational and not broken, no missing pieces.
17. All personal items completely removed from premises (inside and outside). All trash has been moved to the curb for pickup on appropriate day.
18. Appropriate lightbulbs installed in all fixtures. Please note that a regular 60w incandescent light bulb is not appropriate for a “high hat”.
19. All spa and pool equipment operational, undamaged and no missing pieces.
20. All HVAC equipment operational, undamaged and no missing pieces. New filters should be installed before move-out; grills/vent plates should be cleaned.
21. All irrigation equipment operational, undamaged and no missing pieces.

Things that are examples of NOT normal wear and tear, or unacceptable conditions:

1. Broken window panes, broken or missing window hardware.
2. Broken door hardware, missing door hardware, missing doors, non-functioning doors.
3. Any item that has been broken, or is missing, in the home (regardless of who broke it).
4. Large holes in drywall that have to be repaired.
5. Large areas of dead sod, or missing sod.

GROUND FAULT INTERRUPTOR

An electrical outlet that is equipped with a GROUND FAULT INTERRUPTOR (“GFI”) will have two (2) buttons between the two electrical outlets: **RESET** and **TEST**. Usually the RESET is on the top, the TEST is on the bottom (the reset button is also slightly larger). In this picture, the reset and test buttons are shown:



The normal position is that the **RESET** (or RED) button is PRESSED IN and the **TEST** (or BLACK) button is OUT. If the GFI trips, then the **RESET** button will POP OUT. Normally you can just reset the GFI by (a) making sure that the circuit breaker is ON, and (b) pressing the **RESET** button IN. If it will NOT stay in and it immediately pops back out there is a current leak (contact an electrician).

More Information:

Sometimes an electrical storm (lightning strikes) in the area will TRIP your GFI and you will lose power in part of the house.

All GFIs, whether local or central, have two testing-related buttons on them. One button is appropriately labeled **TEST**, and one is labeled **RESET**. Turn on an appliance or light fixture connected to the GFI. Press the **TEST** button, and the appliance should immediately turn off. If it does not, then either the GFI is miswired, there is a problem with other wiring in the same circuit, or the GFI has malfunctioned and should be replaced. Normally, pressing the **RESET** button will restore power to the appliance or circuit.

Conversely, if you have a GFI that has tripped and will not reset, you may have a wiring short in the circuit, a defective appliance on the circuit, or the GFI itself has become defective.

The easiest way to troubleshoot a GFI is to obtain a GFI tester, available at most hardware stores (for less than \$5). It plugs into the GFI outlet, and will supply you with a "snapshot" of your connections, indicating wiring problems and/or the condition of the GFI. Another way to troubleshoot is to simply purchase a new GFI and install it.

Website to visit:

<http://home.howstuffworks.com/question117.htm>

EMERGENCY AND SPECIAL PROCEDURES:

Fire (or other life threatening event): EXIT HOME IMMEDIATELY and then call 911.

Air Conditioning Condensate (water) Leaks: TURN AIR CONDITIONING OFF IMMEDIATELY to prevent property damage and report problem to landlord. Property damage caused by tenant will be repaired at tenant expense.

*Central A/C units **are not** to be used if the outside air temperature drops below 70 degrees. Once the outside air temperature is below 70, water vapor can condense onto the coils and then freeze, possibly causing permanent damage to the air conditioner. Certainly this problem is aggravated if the filter has not been changed in a while and is further aggravated the more the temperature drops. Frozen coils are usually the result of dirty air filters. If this occurs please allow 6-8 hours to defrost, replace filters and retry.*

Air Conditioning System Failures: When your A/C stops working you should call immediately. We will not pay for any part of emergency A/C service done either after hours, on weekends or holidays, or due to expedited scheduling. We try to schedule our A/C repairman to visit within the next three (3) business days (excluding weekends, holidays). In the case of coil cleaning there may be a chargeback to the tenant if it is determined that the tenant did NOT replace filters on a regular basis.

Plumbing Leaks: TURN PLUMBER'S EMERGENCY VALVE OFF on outside of home to prevent property. This valve is a large hand valve located on the building exterior usually about 12" – 20" off of the ground. Turn this valve full to one direction, or the other, whichever causes the water flow to stop. If you CAN NOT find this valve, turn the water meter valve off (in sidewalk meter box) using a small pair of pliers. You can call the water company at any time for emergency SHUT OFF. After water is turned OFF, report problem to LANDLORD.

Excessive use of UTILITIES (such as electricity or water): TURN OFF WATER OR ELECTRIC SERVICE TO HOME IMMEDIATELY and contact landlord. Under NO CIRCUMSTANCES will landlord be responsible for payment of any utility bills, even if caused by equipment failure or damage or neglect before, during or after tenancy, or before or after notification to LANDLORD of a problem.

To determine if you are using too much water, remove the water meter cover at the sidewalk (or front of home) and write down the number that is shown on the meter. Then after one day of normal use (24 hours), write down the number again. A day's normal use should be about 200 gallons. Please consult with the local water utility for them to explain how to convert your readings into actual gallon usage. Also, when all water in the house is off the meter should NOT be moving. If it is moving, please contact LANDLORD. Water leak kits are available from the Village at no charge for testing toilets.

A similar process can be used to compute electrical use. Please contact FPL for instructions.

What are the costs of moving?

What does it cost to move? It may cost as little as a few hundred dollars to rent a truck and buy the necessary packing materials. A typical three-bedroom home will take about 40 to 80 hours to pack and about half that time to unpack for a total of 60 to 120 hours. You can do this yourself, if you have time, or hire a moving service to assist with the packing or just loading and unloading the truck and moving the larger furniture.

For estimation purposes, use \$25 per hour if you want to hire a full service moving company. For packing and unpacking, the total would be between \$1,500 and \$3,000 for labor and then the cost of travel time and the truck. If it is a local move (less than 100 miles), it can be as little as another \$500 for the transportation or \$5000-plus for a long distance move. All the above estimates are based on a typical three-bedroom home with an average amount of belongings; your costs for moving will vary.

Plus, there are many setup costs for the new place. Utility charges for startup are non-refundable and will run about \$20/ utility; figure water, electric, cable and telephone for \$80.00.

Bottom Line (hired out move of <50 miles): Low estimate is \$1,500; High estimate is \$3,000. Per month over a one year period that is \$125.00/month for a low estimate and \$250.00/month for a high estimate.

Bottom Line (D-I-Y move of <50 miles): Low of \$500; High of \$1,200. This does not include the value of your time, which is about 80 hours of time (two weeks pay).