

## MOVING-OUT CHECKLIST

### BEFORE MOVING OUT:

- Notify the landlord *in writing* of your plan to leave. For month-to-month agreements written notice must be given *at least 30 days* prior to the day you will move. You can write a letter to your landlord or use the [form](#) available on CRO's website. Do not give notice by email. If you have a lease agreement and wish to move before the lease period expires, get legal advice. It can be expensive to break a lease. See our [Advising](#) page for free and/or low cost legal advice.
- Clean the rental thoroughly. The tenants' version of clean and the landlord's version often differ. Visit our website to view the [Move-out Cleaning Checklist](#).
- Schedule a preliminary inspection with your landlord to occur within two weeks of your move-out date. This is your legal right as a tenant ([CCC 1950.5](#)). If further cleaning or repairs are needed in order for you to get your deposit back, you will have time to do so before you vacate the premises. You have the right to attend this inspection and to receive a list of items in writing to take care of.
- Notify all utility companies of the date to terminate your responsibility for payment of services.
- File a change of address form with the Postal Service. You can now do this online.
- Remove your discards, junk, and trash from the property. Don't leave that stereotypical old couch on the front steps or in the yard. If you replaced a tenant, you are still responsible for removing items they left when the household moves out. There are a number of hauling companies, large and small, that you can hire. If you plan ahead, you can go in with other student households to save money. Minimum charges of hauling range from \$25.00 to \$120.00.

### AFTER MOVING OUT:

- You are entitled to receive your deposit, or a portion of it with an itemized list of deductions, within 21 days of vacating the premises and surrendering all keys. You are also entitled to interest on your security deposit, except in Scotts Valley. Although currently the rates are very low, you can check our website to verify [Interest Rates](#).