

FACTSHEET

End of tenancy responsibilities

Notice to Vacate

You must provide written notice of your intention to vacate your home, you can do so by scanning the QR Code



VACATE

The following information has been provided to assist you when vacating the property, you have been renting through Venture Housing.

Pre-vacate inspections

A pre-vacate inspection will take place a few days prior to your formal vacating date. This will provide Venture and you the opportunity to have a conversation and go through the property condition report. This ensures that you are aware of your obligations before vacating the tenancy, e.g., cleaning, removal of rubbish, and also gives you the opportunity to fix any minor repairs before the final inspection. Venture can also start to make arrangements for any significant repairs to be rectified before new tenants move in.

Final inspection

The final inspection will usually be undertaken once you have removed all belongings and have returned the keys. Any keys given to friends or relatives should also be returned to Venture. Rent will continue to be charged until all keys have been returned to Venture Housing. You have a right to attend the final inspection

We ask that before the final inspection you;

- ✓ Venture Housing has your new forwarding address, email and phone number
- ✓ Pay your rent until the vacating date
- ✓ Clear all outstanding charges on your rental, and non-rent accounts
- ✓ Return all keys relating to the property to Venture Housing, including letterbox keys
- ✓ Arrange disconnection of the telephone, and power supply.
- ✓ Re-direct all mail to your new address
- ✓ Check your original condition report so that you can check what is recorded. You should leave your home in the same or better condition, less wear and tear.

Attending to the following matters prior to our inspection will ensure we can finalise your tenancy without delay

- ✓ Remove all furniture and personal items from the property
- ✓ The property is to be thoroughly cleaned
- ✓ All ceiling fans and air conditioning filters must be cleaned.
- ✓ All floor areas are to be vacuumed; wet or tiled areas mopped.
- ✓ Clean all cupboards, shelves, drawers, and benches.
- ✓ Walls and doors to be cleaned of all marks
- ✓ Stove top, grill, oven, and any exhaust fans to be cleaned and free of all grease
- ✓ Windows, sills, door tracks and flyscreens to be cleaned inside and outside where possible
- ✓ Furniture, window coverings or other items included with the property at the time of tenancy commenced are to be returned to the original positions
- ✓ Clean venetian blinds
- ✓ All garbage, bottles, and rubbish to be removed from the premises
- ✓ Garages or storerooms to be cleaned, free of cobwebs and grease marks removed from car space/flooring.
- ✓ All mould and soap scum removed from the bathroom tiles and grouting. Ceiling mould must also be removed.
- ✓ Toilet bowl must be cleaned (inside and out) and bathroom floors must be mopped.
- ✓ Lawns and edges trimmed, and gardens weeded.