



Dear Tenant

Moving time is always a busy time, and you will have lots of things on your mind now that you have given notice you are moving. One of those things undoubtedly is how to get your deposits back promptly.

Contrary to what some tenants believe, we WANT to return your deposits, and we WILL return them to you so long as you leave your place "reasonably clean and undamaged." That's what your rental agreement says and that's what we will do. As an aid to smooth the moving process, we offer a pre-move inspection so we can point out items that will cause deposit deductions and give you a reasonable time to cure them. **Please call us at 860-464-6789 to schedule an appointment at least 2 weeks prior to your move date.**

You're probably wondering, however, what "reasonably clean and undamaged" means, so we'd like to tell you how we interpret it and tell you also what you should do to get your deposits back.

"Reasonably clean" to us means as clean as you would leave your dwelling if you knew your best friend or favorite aunt were going to move in after you. To get it that clean, we expect you to clean the appliances, stove hood, and cabinets (under sinks, too) both inside and out; remove all non-adhesive shelf paper; use an appropriate cleanser on the showers, tubs, toilets, sinks, mirrors, and medicine cabinets (inside as well); dust the ceilings (for cobwebs), baseboards, window sills, and closet shelving; wash the kitchen and bathroom walls and spot-clean the walls in the other rooms; wash the light fixtures and windows; vacuum the floors; scrub the floor tile or linoleum; sweep the entry, patio, and storage enclosure; remove all personal belongings (including clothes hangers and cleaning supplies); and dispose of all trash. PLEASE DO NOT WAX THE FLOORS. We prefer to do that cleaning chore ourselves, and we will not deduct anything from your deposits for our doing it. PLEASE DO NOT SHAMPOO THE CARPETS. We prefer to do that cleaning chore ourselves, and we do deduct \$80 from your deposit for our doing it pursuant to the terms of your lease. That is a contribution towards to full cost of a carpet cleaning.

"Reasonably undamaged" to us means that items which we have supplied should not be missing or broken (including light bulbs and smoke detectors); that there should be no new burns, cracks, chips, or holes in the dwelling or its furnishings; and that the paint on the walls should be sufficient to last at least two years from the time they were last painted. PLEASE DO NOT REMOVE ANYTHING YOU HAVE ATTACHED TO THE WALLS OR CEILING WITHOUT FIRST TALKING TO US, and please try to avoid nicking the paint in the halls and doorways as you move things out.

After you have returned the keys, we would like to inspect your dwelling with you to check it for cleanliness and damage, and unless we have to get prices on special work or replacements, we will refund all deposits owed to you within 30 days. Please note that until you have returned your keys, you have not "officially "moved out," and you are still liable for paying rent. Make sure that you give us your keys as soon as you move out.

To ease you in the moving transition, we have attached a "Notice of Intention to Vacate" letter. Please complete and sign this letter and return it to our office immediately.

We expect you to have moved out completely by the date in your notification or as otherwise stated and agreed upon in your "Notice of Intention to Vacate" letter. Because we are making arrangements for new tenants to move in after you move, we would appreciate hearing from you immediately if your moving plans should change.

We hope your move goes smoothly, and we wish you happiness in your new home.

Sincerely,

Weiss Realty LLC
Property Administrator