

Tack

för den här tiden ❤️

SELF-INSPECTION FORM

We want to assist you so that your move is as easy and smooth as possible. It's important that you thoroughly go through the apartment before handing over your keys to us.

Cleaning and Self-Inspection

Use the checklist on the back to understand what needs to be cleaned and addressed. When the apartment is empty and cleaned, conduct your own inspection by checking off the completed items. Also, sign it with your signature. The checklist will be used as a reference when we inspect the apartment.

Key Drop-Off

In the same month you are moving, we will contact you to determine a time for key drop-off. All keys, along with the signed checklist, should be placed in the envelope provided by us and submitted to the area office at the agreed-upon time.

What happens next?

We will assess the apartment and verify that we have received all the keys. It's crucial that you hand over a fully clean and undamaged apartment. If it is not properly cleaned, we will hire a cleaning company, and you will be responsible for the cost.

Things to keep in mind!

Report non-functioning items promptly.

You can easily do this through the housing app or via 'My Pages' on mkbfastighet.se.



Instructional video.
Good tips when you
are going to clean.

Kitchen

- Stove:** Cleaned all stove burners, pulled out and cleaned behind, on all sides, and under the stove.
- Oven:** Cleaned inside and outside. Racks and trays are clean, light is functional, oven knobs are clean, and the glass is polished.
- Refrigerator:** Cleaned inside and outside. Rubber seal is cleaned. Cleaned behind and under. Drawers should be intact.
- Freezer:** Defrosted and cleaned inside and outside. Cleaned behind and under. Drawers should be intact.
- Stove Hood:** Grease filter is clean and free from grease. Stove hood is cleaned.
- Countertops:** Clean and free from limescale (sink/countertop, faucet, sink).
- All cabinets and spice shelves:** Clean inside and outside. Handles are cleaned.
- Tiles and walls:** Cleaned.
- Dishwasher:** Cleaned inside and outside.
- Everything in the kitchen is in working order.

Bathroom

- Bathtub, shower, and sink:** Cleaned and free from limescale.
- Toilet:** Clean inside, above, below, and all around.
- Floor drain:** Lifted grate and cleaned inside.
- Mirrors:** Polished and free from limescale.
- Bathroom cabinet/shelves:** Wiped down and cleaned.
- Toilet paper holder, towel rack, and radiator:** Cleaned.
- Lights:** Functional and wiped down.
- Appliances:** Cleaned inside and outside.
- Walls, floor, and baseboards:** Free from limescale, dust, and dirt.

All Rooms

In all rooms, the following should be clean, wiped down, scrubbed, and free from dust and dirt

- Walls.
- Baseboards.
- Floors.
- Radiators, including the backside.
- Window sills.
- Outlets and switches.
- Doors and handles, including door frames and tops of doors.
- Blinds.
- Walk-in closets and wardrobes, inside and above.
- Windows are cleaned inside, outside, and between the glass.

Other

- Storage room should be emptied and clean.
- All keys you received upon moving in are present.
- Balcony and patio should be emptied, cleaned, and free from weeds.
- All issues in the apartment are addressed or reported for maintenance.
- Electricity in the apartment is left on.
- Refrigerator/freezer are left on.
- Mailbox is empty.
- All doors and windows are closed and locked.

Important for Your Apartment:

Once you are done with your self-inspection, sign below and then place it in the key envelope:

Signature

Printed Name