Move-Out Checklist & Tenant Exit Packet

Thank you for being a part of the Dwelling Diamonds community! This packet will help guide you through the final steps of your tenancy so you can move out smoothly and responsibly. Please review and complete each section to ensure everything is handled properly.

# 1. Give Proper Notice

* ☐ Submit your N9 form at least 60 days before your move-out date.

📄 Download the N9 form: https://tribunalsontario.ca/documents/ltb/Notices%20of%20Termination%20and%20Other%20Forms/N9%20-%20Tenant%27s%20Notice%20to%20End%20the%20Tenancy%20(2021%2026).pdf

# 2. Clean the Unit Thoroughly

* ☐ Dust all surfaces, shelves, baseboards, and light fixtures
* ☐ Vacuum and mop all floors
* ☐ Remove nails/hooks/stickers and patch minor holes
* ☐ Clean inside and outside of all kitchen cabinets
* ☐ Clean fridge, stove, microwave, and dishwasher
* ☐ Defrost and clean the freezer
* ☐ Scrub sink, toilet, tub, and shower
* ☐ Clean mirrors and wipe down bathroom counters
* ☐ Remove all garbage and personal items
* ☐ Double-check closets, drawers, and behind doors

# 3. Make Small Repairs (if needed)

* ☐ Patch small wall holes
* ☐ Replace burnt-out bulbs
* ☐ Fix or report minor damages

# 4. Return All Items

* ☐ Return unit keys
* ☐ Return mailbox keys
* ☐ Return building fobs
* ☐ Return garage remotes
* ☐ Return laundry cards

# 5. Take Photos for Your Records

* ☐ Take clear photos of each cleaned room
* ☐ Photograph appliances and any repairs
* ☐ Save photos with a date and time stamp

# 6. Final To-Do List

* ☐ Cancel or transfer utilities and internet
* ☐ Set up mail forwarding via Canada Post
* ☐ Provide new address to landlord or manager

With care and clarity,  
Lily Daily Dwelling 🧼🔑📦