

# MOVING OUT

Smooth Transition:  
Tips for a Stress-Free Move-Out Day

## CHECK LEASE

### Check your Lease for Move-Out Info

- Make a note of the date/time your lease ends so you don't forget!
- \* **Start preparing early to avoid stress!**

## PACK AND CLEAN

### Leave the Unit Completely Empty

- **You can be charged for leaving things behind.** Sell or donate items you don't want!
- \* **View our Cleaning Checklist** for tips!

## PROPERLY DISPOSE OF TRASH

### Dispose of Trash According to Local Laws

- \* **View our page on Trash and Recycling** for more information about bulk trash and collection!

## UPDATE YOUR ADDRESS

### Register your New Address

- Give your property owner a forwarding address for your security deposit.
- Contact USPS to change your mailing address.

## DOCUMENTATION

### Document Final Property Condition

- Take pictures and videos after unit is emptied.
- Email them to your landlord ASAP so you aren't fined for any damages you didn't cause!

## WRAP UP MOVE-OUT DAY

### Lock Up and Return All Keys

- Return all unit keys (including keys to individual rooms) to your property manager. **Reach out if you aren't sure about key drop-off location!**

## RELAX!

### You did it!

- From move-in to move-out, we hope that your experience living off-campus has been positive.
- \* You always have a home at MSU! Follow **@CollegeLifeEastLansing** on Instagram for more off-campus tips and updates on local events.



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