

Further information regarding checking out:

Access to the property

In the event that the owners instruct us to release the property for rent, reasonable access will be required to show the property to prospective tenants. Please note that it is a condition of your **Residential Tenancy Agreement** that reasonable access to the property is granted for the purposes of releasing. We appreciate your cooperation relating to this important matter.

Cleaners and gardeners

The premises should be thoroughly cleaned and left rubbish free, as at the commencement of the tenancy agreement, which is set out in the condition report.

Please ensure that you take into consideration the time required for cleaning, carpet cleaning, rubbish removal and gardening etc. This **must be completed on or prior to your final date** at the property. Failure to do this may impact on our ability to have the property ready for the next incoming tenant.

In addition, rent is payable (and will be charged) for each day after your vacating date that you require access to the property or if rubbish is left behind.

Vacating inspection

An inspection of the property will be carried out once you have vacated the property. Should you wish to be present at the time of the inspection, please advise us as close as possible to your vacating date so that a suitable time for both parties can be arranged. If we do not hear from you, we will conduct the vacating inspection in your absence.

Keys/ remote controls

Please return all sets of keys (including spares), any remote controls to us on your vacating day. Should you still be vacating the property after the conclusion of business hours, please contact Sydney Sky Realty agents as soon as possible to make alternative arrangements.

Mail/ forwarding address

Please ensure you provide us with your forwarding address and contact details. We recommend that you have your mail redirected through Australia Post effective your vacating date. We cannot guarantee the forwarding of any mail to you once you have vacated the property.

Water metre reading

Should you be responsible for the payment of water usage under the terms of your Residential Tenancy Agreement, a final water meter reading will be taken at the time of the final inspection and your final water usage charge will be calculated at this time.

Cancellation of utilities

Tenants are responsible for the finalisation of their own utility account such as gas, electricity, phone, cable TV and broadband. Please arrange to have your accounts finalised with the appropriate utility companies by your vacating date. Important Note: Do not have the electricity physically disconnected – please just ensure that your account is finalised.

Bond refund

Once the final inspection has been carried out and any outstanding matters have been finalised with you, the bond release form is faxed to the Rental Bond Board with your forwarding address for release of Bond.

The Rental Bond Board can deposit your refund directly into your bank account if:

1. The nominated bank account is the same name as the tenant named on the lease
2. You supply your bank account details to us
3. The bond release form has been signed by you should there be any deductions required from the bond.

We hope that this will be of assistance to you and enable us to release your bond money as quickly as possible.

We wish you well with your forthcoming move and thank you for your tenancy through Sydney Sky Realty agents.

Kind Regards,

Serena Lau

Sydney Sky Realty

Property Manager