

CLEAN SWEEP POLICY

Fort Hood Family Housing (FHFH) introduces the “Clean Sweep” policy for all residents departing Fort Hood. The policy is designed to limit the stress associated with the “Move Out” process. You will find that it is not necessary to hire a professional cleaner to achieve the level of cleanliness considered acceptable for move out if you have maintained the cleanliness of your home during your residency. To qualify, your home must simply meet the general guidelines detailed below.

- Move Out Cleaning Checklist
- Move Out Information Session

You are encouraged to communicate any questions or concerns with the community office prior to your move out.

GUIDELINES FOR THE CLEAN SWEEP

This condition implies that a home has been regularly cleaned and maintained during occupancy and left clean upon move out. A properly maintained home should only require a simple wipe down and sweep/vacuum at move out to deliver to a Clean Sweep condition. It is important to remember that damages to the home are separate from the Clean Sweep. A damage cost sheet outlining estimated costs for damages and excessive cleaning beyond normal wear and tear is attached.

The standards listed below are intended to be a guide. It is not an absolute definition as wear and tear plays a factor in the determination of acceptability. Note that these parameters do not include damages or excessive cleaning charges to the home.

GENERAL

- ✓ Remove all personal items and trash from the home, storage area(s), garage or carport, and yard.
- ✓ Wall paint color should be an approved FHFH color.
- ✓ Vacuum or sweep all Floors/Carpet surfaces. (Spots or stains on floor/carpet will be assessed as damages).
- ✓ Emptied, washed out, and wipe down each Refuse/Recycle bin; place in garage or storage area.

KITCHEN

- Clean stove (unplug before cleaning)
 - ✓ If oven racks need to be cleaned, remove them and spray with oven cleaner & place in garbage bag to set & soak for a couple hours.
 - ✓ Clean all exterior, sides & underside of oven / stove handles to include door.
 - ✓ Stovetop - Remove clean knobs & behind / bottom side of knob panel.
 - ✓ Remove eyes & drip
 - ✓ Remove bottom drawer & clean under stove rails, sides, etc. / Clean drawer & broiler pan.
- Clean range hood.
 - ✓ Clean fan
 - ✓ Clean range hood filter
 - ✓ Clean inside lip ledge
 - ✓ Clean around switches
- Counter Surface
 - ✓ Wipe down all kitchen surfaces.
 - ✓ Empty and wipe down inside and out of Refrigerator.
 - ✓ Wipe down Dishwasher inside/outside and free of debris.

BATHROOMS

- ✓ Wipe down walls and baseboards removing any debris, markings or buildup which may be present.
- ✓ Clean medicine cabinet and mirrors (streak free).
- ✓ Clean sinks, faucets and countertops.
 - Check for build-up around base and underside of faucet spout.
 - Remove all soap scum from fixture.
- ✓ Clean vanity cabinet, doors and handles and drawers.
 - Pull bottom drawer out and remove any debris found beneath the drawer.
- ✓ Clean Tub and/or shower inside & out.
 - Check for build-up around base and underside of faucet spouts.
 - Thoroughly clean soap dish, top ledges and shower rod.
 - Use your hand to ensure all soap scum or residue is fully removed
- ✓ Clean Shower Doors and frame/tracks inside and out.

- Remove all soap scum. Use hand to ensure all soap scum or residue is fully removed.
- ✓ Clean inside & outside of toilet to include base, tank, lid, seat, hinges, supply lines and handles.
- ✓ Clean all towel racks, tissue holders etc.
- ✓ Sweep floors (make sure to clean well behind toilets, toilet base and tile ledges)
Wipe down Bathroom surfaces.

GARAGE/SHED /CARPORT

- ✓ Oil stains removed and floors swept.

LANDSCAPING

- ✓ Mow and edge back yard.
- ✓ Fill all holes
- ✓ Remove all animal feces from front/side/back yards.
- ✓ Remove all trash and debris, including cigarette butts.
- ✓ Damage to lawn due to pets or negligent care must be repaired and new established growth present at time of move out or be assessed as damages.
- ✓ De-Weed Flower/Shrub beds and replace mulch, if present at move in.
- ✓ Trim Shrubs to a height below the window sill.
- ✓ Remove vines from fence line and building.

MINIMUM STANDARDS NOT MET:

If the minimum standards listed above have not been met, appropriate charges, in an amount up to the cost of a full sweep out will be assessed; due and payable upon move out in order to clear housing.

2 - 5 B/R: \$350.00

DAMAGE COST SHEET

Repairs that result from normal wear and tear will be the responsibility of FHFH. Resident will be charged for damage/neglect in accordance with the schedule listed below.



The Community Office will prepare an itemized invoice with the appropriate charges as indicated on the move out inspection. Payment will be due and payable upon receipt for the Resident to be cleared from housing. The schedule below is not all inclusive to the charges that a family may receive if the home is not properly vacated in accordance with the residents lease and addendums.

We have enjoyed having you as our resident and hope this Clean Sweep policy has served its purpose giving you a stress free move out experience. We look forward to serving your housing needs in the future.

If you have any questions please contact your Community Office.