

VACATING AN APARTMENT

A tenant preparing to move should be aware of the steps necessary to do it without problems

HOUSING DIVISION
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ARLINGTON
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- Give your landlord written notice as required by your lease or at a minimum 30 days before you plan to leave. This notice must be given 30 days before the next rent due date (usually the first day of the month). Keep a copy for yourself.
- If you are on a year's lease and need to break the lease, contact the Tenant-Landlord Office (703.228.3765) for information.
- Tell your landlord in writing you want to be present when your rental property is inspected (for damage) after you vacate. (The landlord has the right to set the date and time of inspections).
- When the landlord inspects for damage and cleanliness, ask if there are problems. To prevent deductions from your security deposit, you may want to correct the problems yourself. If so, you should tell the landlord exactly when the problem(s) will be corrected.

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- Clean your apartment, particularly the kitchen and its appliances and the bathroom. Remove all trash and personal belongings; sweep all bare floors, and vacuum and/or clean carpets as required by your lease.
- Return all keys to the apartment, mail box, storage and parking areas.
- Within 45 days after you leave, your landlord must return your security deposit, plus any interest due under law, or send you an itemized statement indicating why part or all of the money was withheld.
- The landlord may deduct for:
 - Physical damage you did to the property
 - Cleaning if the unit was left dirty
 - A second coat of paint, if you painted the walls a dark color or left them scarred or dirty
 - Unpaid rent
 - Other costs provided for in the lease
- Make sure the landlord has your new address.