Pre-Inspection Checklist

BEDROOM

- ☐ Floor is clean and tidy
- ☐ Bookshelf is clean and free of mold
- ☐ Curtains are clean and free of mold
- ☐ Air conditioner filter is clean and free of dust

BATHROOM

- ☐ Bathtub and shower area are clean and free of mold and stains
- ☐ **Drain strainer is clean and free of hair and debris**
- ☐ Bathroom floor is clean and free of mold and stains
- ☐ Mirror is clean and free of water spots

TOILET / SINK AREA

- ☐ Toilet bowl and exterior surfaces are clean and free of dust and stains
- ☐ Toilet floor is clean and tidy
- ☐ Washbasin and countertop are clean
- ☐ Mirror is clean and free of water spots and stains
- ☐ **Drain strainer is clean and free of hair and debris**

LIVING / KITCHEN

- ☐ Floor is clean and tidy
- ☐ Dining table is clean and free of stains
- ☐ **Garbage has been disposed of using garbage bags designated by Onna Village where required**
- ☐ **Garbage is properly separated according to local disposal rules**
- ☐ Garbage bins are clean inside and out
- ☐ **Sink and sink strainer are clean and free of food residue**
- ☐ Refrigerator is clean inside and out
- ☐ Microwave is clean and free of food residue
- ☐ **Gas stove top and grill are clean and free of grease and food residue**
- ☐ Air conditioner filter is clean and free of dust

OTHER

- ☐ Entrance area is clean and tidy
- ☐ Hallway is clean and tidy
- ☐ Vacuum dust box and vacuum head are clean
- ☐ Washing machine filters are clean and free of lint
- ☐ Laundry room is clean and tidy

Housing Management Section
Comments / Notes

Housing Management Use Only
椅子掃除 □必要 □不要

Move-Out Cleaning Checklist 

▸ **Please complete any cleaning or preparation needed for the unchecked items on both sides of this sheet before moving out.**

▸ **Please refer to the QR code 'Room Cleaning Examples' below. Cleaning charges may apply if the room is not cleaned to the standard shown. Estimated cleaning charges: • Bedroom: JPY 20,000 • Shared areas: JPY40,000**

☐ **All personal belongings have been removed**

- ☐ **Bedroom**
- ☐ **All cupboards and shelves**
- ☐ **Laundry room**
- ☐ **Refrigerator**

☐ **Bed pad, waterproof sheet, and curtains have been washed**

☐ **All personal food, drinks, and condiments have been removed from the refrigerator**

☐ **Dispose of all the garbage before you leave**

☐ **Leave the air conditioner ON to prevent mold and condensation**

☐ **Drawer keys are attached to the same key ring as the room key**

☐ **Private bedroom door is left unlocked for inspection**

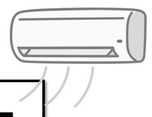
☐ **All keys have been returned to RED MAILBOX at The Gardens Office**



Cleaning Guides 

Vacuum Cleaner



AC Fliters 



Room Cleaning Examples ✨

