

**YELLOW BRICK REALTY & MGMT.**  
**601 FREEBURG AVE, BELLEVILLE, IL 62220**  
**618.398.2400 WWW.YBRENTALS.COM**

**FORWARDING ADDRESS INFORMATION**

Address to be Vacated: \_\_\_\_\_

This form must be returned with ALL COPIES OF YOUR KEYS to Yellow Brick Realty & Management, Inc., located at 601 Freeburg Ave., Belleville, IL 62220. The security deposit refund, if applicable, will be issued in one check, sent to one address, and assigned to all roommates.

Roommate #1 Name: \_\_\_\_\_

Current Phone Number: \_\_\_\_\_

Current Email Address: \_\_\_\_\_

New Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Please send the security deposit refund to this address

Roommate #2 Name: \_\_\_\_\_

Current Phone Number: \_\_\_\_\_

Current Email Address: \_\_\_\_\_

New Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Please send the security deposit refund to this address

**MOVE OUT CHARGES**

ADDRESS:			
TENANT:			
FOWARDING ADDRESS:			
MOVE OUT DATE:		INSPECTION DATE:	

**KITCHEN**

CLEAN STOVE/OVEN	\$40 - \$125			
CLEAN REFRIGERATOR	\$30 - \$120			
CLEAN KITCHEN SINK	\$35			
CLEAN MICROWAVE	\$35			
CLEAN INSIDE OF CABINETS	\$25 each			
STOVE DRIP PAN				
REPLACEMENT	\$20/pan			

**BATHROOM**

CLEAN SINK	\$35			
CLEAN TUB/SHOWER	\$55 - \$125			
CLEAN INSIDE OF CABINETS	\$25 each			
CLEAN BATHROOM VENT	\$45			
CLEAN TOILET	\$40 - \$75			

**LIVING ROOM/DINING ROOM**

CEILING FAN CLEAN	\$45			
BLIND REPLACEMENT	\$60 each			

**BEDROOM 1**

CEILING FAN CLEAN	\$45			
BLIND REPLACEMENT	\$60 each			

**BEDROOM 2**

CEILING FAN CLEAN	\$45			
BLIND REPLACEMENT	\$60 each			

<b>FLOORING CHARGES</b>			
FLOORING CLEAN/REPAIR \$80 -\$750			
PET TREATMENT \$200/room			
CARPET REPLACEMENT \$50/room+ \$9.50/sq ft			
PAIN'T PER ROOM \$500-1,000/room			
UNRETURNED KEYS \$85/door			
DRYWALL REPAIR \$80-150/hole			
BULK TRASH \$150/item			
SMALL TRASH REMOVAL \$80/room			
BROKEN WINDOW \$275/window			
BROKEN INTERIOR DOOR \$300-900			
BROKEN EXTERIOR DOOR \$900-1,500			
BROKEN/MISSING			
KNOB/HANDLE \$25 - \$55			
SCREEN REPLACEMENT \$50 - \$85			
DOOR REPAIR \$75 - \$150			
BROKEN LIGHT FIXTURE \$85/fixture			
LIGHT GLOBE \$65/globe			
REPLACEMENT BULBS \$10 /each			
CLEAN BLINDS \$75			
GARBAGE DISPOSAL \$155			
REPAIR			
OTHER			
OTHER			
OTHER			
OTHER			
<b>TOTAL CHARGES</b>			

Upon vacating the property, tenant shall leave the apartment/home clean and free of all debris. Damages will be deducted from tenant's security deposit as outlined in the lease agreement. If damage amount exceeds the tenant's deposit, the tenant will be responsible for any/all cost incurred during repair or replacement. Any amount not paid by the tenant for damage repair will immediately be turned into collection, and Yellow Brick Management, Inc. shall pursue legal action. The charges listed above are basic rates for repair and replacement. These rates are subject to varying market rates for replacement costs, As such, all rates are an approximation and subject to change without tenant notice.