



REMINDER OF CHECKOUT REQUIREMENTS

Western Investment Properties, LLC

If your lease has not expired, or will not expire at the maturity of your thirty (30) day written notice, you will be legally obligated for the payment of the monthly rent until the property is re-rented, or until your lease expires, whichever comes first.

Rent will continue to be charged until all keys are surrendered. Unless you request to view any discrepancies that are found by our property management staff, you will not be made aware of them until you receive a **security deposit return/deduction** via U.S. mail. New Mexico law states that the **security deposit return/deduction** must be mailed within thirty (30) days of the move out date. Requests to receive the security deposit sooner will not be honored.

- **You must file a *written* thirty (30) day notice of intent to vacate with Western Investment Properties, LLC a minimum of thirty (30) days prior to vacating the unit or you will forfeit your security deposit.**
 - Upon vacating the unit, please call all utility companies and have the utilities turned back in to our name. Western Investment Properties, LLC is not responsible for any bills received from utility companies after you move out
 - All items must be removed prior to the inspection. If any items are present, the inspection will be re-scheduled.
 - Tenant is required to be present at the time of inspection.
 - Each and every item, appliance, and area must be clean and operable to the satisfaction of Western Investment Properties, LLC.
 - Carpets will be professionally cleaned by Landlord. **Cleaning the carpet yourself is NOT acceptable. Charges will be deducted of cleaning from your security deposit.**
 - Lawn, edging and bushes must be mowed/trimmed.
 - ***Do not attempt to fill nail holes in walls.***
 - Replace furnace filter (if applicable)
 - Rent will stop being charged when your keys are surrendered according to the date specified on the thirty (30) day notice, not when your notice expires or the date you say you have finished moving.
 - **All appliances** must be cleaned out. If your unit has a washer and dryer supplied the lint screen in the dryer must be cleaned and the tub in the washer should be free of any debris.
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