Cleaning & Pictures Checklist:

*Take pictures!*

**Kitchen**
- Inside Refrigerator
- Microwave
- Inside Dishwasher
- Stove top
- INSIDE THE OVEN
- Sink
- Inside Cabinets & Countertops
- Floors & Walls

**Living Room**
- Wipe Walls & Baseboards
- Washer/Dryer: Lint Removal & Wipe
- Vacuum furniture
- Floors
- Windows
- Wipe blinds

**Bathroom**
- Sink & Mirror
- Bathtub
- Walls & Shelves
- Toilet

**Bedroom**
- Floors
- Windows
- Bed
- Wipe Furniture
- Closets

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**What is a security deposit?**

Money you put down in case the landlord has to do cleaning or repairs at the end of your lease. This would also cover rent and fees owed if you were delinquent. Landlords cannot withhold for normal wear and tear.

**The State Law**

The law states that if you rent from a landlord owning a structure containing 5 or more rental units, your landlord cannot withhold any part of your security deposit as compensation for damages unless he or she has, within 30 days of the date upon which you vacated the premises, furnished you with an itemized statement of the damages for which you were allegedly responsible and attached estimates or paid receipts for the cost of the repair.

If your landlord gives you estimates, paid receipts for the work done must be provided to you within 30 days from the date the estimates were furnished to you. If your landlord fails to comply with these requirements, he or she must return the security deposit in full within 45 days.

**Do I get the interest on my deposit?**

**Champaign Apartments**

If the landlord owns 25 or more units in the same building complex, the landlord must pay interest upon the security deposit as long as it is held by them for at least 6 months.

**Urbana**

If the deposit is $100 or more and it has been held for more than 6 months, they must pay interest on the security deposit. The interest must be paid within 30 days of the end of every 12 month rental period, unless the tenant is in default of the lease.

*This information is provided for educational purposes only and is not legal advice. Talk to an attorney at Student Legal Services: odos.illinois.edu/sls*

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**Did you?...**

- Give your landlord your new address?
- Change your address at USPS.com?
- Call the utility companies to tell them to end service in your name on the day after your lease ends?
- Turn in your keys?

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**ILLINOIS**

Off-Campus Community Living
occl.illinois.edu
**When you move in:**

Fill out the move-in report carefully! Detail every scratch, mark, and dirt. And, note all the furniture so you don’t get charged for “missing” furniture.

Get it **signed and dated** by the landlord within the first few days. Keep a copy. You can even get it notarized by OCCL for free!

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**Frequently Asked Questions**

**What about my roommate?**

*He made the mess!*

You and your roommate are held responsible no matter who made the mess or the damage. The landlord will take out of the deposit and it will be up to both of you to split it up.

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**Can I be charged for normal wear & tear?**

You should not get charged for normal wear and tear that would occur regardless of you living there. If you believe this is the case, stop by and talk to us.

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**Can they charge me for more than it costs to do the work?**

No. You are generally entitled to paid receipts for repairs applied against your security deposit. If you get charged at a rate you think is unreasonable, stop by and talk to us.

They can charge you more than your deposit, resulting in you owing the landlord money. If you believe the charges are bogus, stop by our office.

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**What about my subtenant? Do they get my deposit at the end?**

That depends on your written agreement with your subtenant. See our website for information on subtenant agreements.

If the subtenant did not put down a deposit and they are the last person in the apartment, you are counting on them to put in a lot of work to clean the apartment with no reward. Consider going back to clean the apartment and take pictures.

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**My deposit is the same as last month’s rent. Can I just not pay last month’s rent?**

No. You must continue to pay rent. They will charge you late fees and penalties, which may exceed the cost of the deposit. So you may owe them more money than the deposit.

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**My lease says “abandoning the unit.” What does that mean?**

Absence from the premises with intent to permanently vacate and with unpaid rent.

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**When should I receive my deposit?**

It depends. They cannot hold it forever, but it depends on many factors. See our website.