**Moving Out of a Rental Home**

By Ace Elliott and [Diane Schmidt](https://www.thespruce.com/diane-schmidt-2435680) (edited for study)

When you’re relocating to a new city or just to a nicer home, it’s easy to become overwhelmed by all the things that must be done. In this article, we have put together an essential moving “to-do” checklist to help ease your mind so that you may prepare for your next move, without a lot of stress. These are some things to do if you want to make a smooth transition into your new place.

To begin, be sure to submit your 30-day notice, well in advance. The majority of leases require the tenant to give the landlord (manager) at least a thirty-day written notice before moving. Make this a priority and get it done! If you wait too long, your lease could possibly renew or you may be required to pay a significant amount of money in order to terminate the lease; and no one want to lose such a large sum. If the lease agreement renews, there’s a good chance the manager may not return your deposit.

Next, begin changing your mailing address. Renters that are moving can easily pick up a *change of address*form at the local post office. On the document, select the date when the post office should start forwarding your mail to your new home address. Try to have everything set up two weeks in advance. If you live with a roommate or a spouse who will also be making the move, and they have different last names, you’ll both need to fill out an individual form. Don’t forget to contact your bank, doctor’s office, employer, etc. and let them know of your address change.

Another very important “to do” item is to either shut off your utilities or transfer the utilities to your new place, before moving out. Utilities to consider include electricity, water and gas. Most utility providers have a *frequently asked questions* (FAQ) section about starting, stopping, or transferring services.

Around this time, you should schedule a suitable time, in advance, for a *walk-through*, with the manager. Choose a time when you are certain that everything will have been moved out. Of course, you’ll want to be there during the inspection so that you can discuss any issues or questions. You should also make sure that the manager records all notes/comments accurately and honestly.

Now, you are about ready to make the move. In order to get your full deposit back, the home must be cleaned, arranged, and repaired to the same state it was before you moved in. Of course, a certain amount of *wear and tear* in a home is expected, such as small marks on the walls, a few stains on the carpet, loose door handles, etc. Give everything a good scrub, and consider renting a carpet cleaner for the floors. You may also need to remove any staples or nails from the walls. Be sure to ask your manager for their own checklist.

After the cleaning is completed, remove and dispose of all the garbage, inside and outside of the home. Don’t leave anything behind. Be sure to remove garbage and get rid of any items that you don't want to move.

Once you are satisfied that the rented home is as clean as it can be, it is then time to do the actual walk-through with the manager. In addition to checking the condition of the home, the manager will require you to turn over all keys, as well as any remote controls, and even passcodes for the security system. These include badges, apartment keys, mailroom keys, gate cards, etc.

Lastly, think about leaving a warm and helpful note to the next tenant. I always appreciate when a former renter leaves me a welcoming note with any instructions that they think I might need, such as how to jiggle the back door lock so it opens, or when the next garbage day is.

Moving out of a home is often hectic and stressful, with so many things to do in a short period of time. However, if we plan ahead and are thorough in our efforts, moving can be a lot less painful and perhaps even exciting.

**Reading Assessment - Instructions for Moving Out**

|  |  |
| --- | --- |
| Factual Details (\_\_ /6) | 1. Most leases require that we submit our written notice at least \_\_\_\_\_\_\_\_\_\_\_ before moving.
2. Which things could happen if you are late informing the manager that you will move out? Choose all the correct answers.
3. Your lease might renew.
4. You might not be allowed to move out for one more year.
5. You might receive a negative reference letter for your next home.
6. You might have to pay a significant amount of money to terminate the lease.
7. Where can we pick up a *change of address* form?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_1. According to this article, when should you submit a *change of address* form?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_1. When you do the walk-through, which of the following things will you turn over to the manager? Choose all the correct answers.
	1. the *change of address* form
	2. the home keys
	3. any remote controls that belong to the home
	4. the passcode to your Internet account
2. What does “FAQ” mean? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 |
| Infer word meaning  (\_\_ /2) | 1. The article stated that we might have to pay a significant amount of money if we submit our 30-day notice too late. What does the word ***significant*** mean? (paragraph 2)
	1. a small amount of money
	2. an unknown percentage of money
	3. large amount of money
2. The article stated that “Moving out of a home is often hectic and stressful”. What does the word ***hectic*** mean? (last paragraph)

a. busy b. exciting c. easy-going |
| Idioms and Expressions  (\_\_ /2) | 1. What does “ease your mind” mean, in the 1st paragraph?
	1. clear your mind and remove any thoughts
	2. remove any worries or concerns
	3. perform a task that is extremely simple
2. What does “wear and tear” mean, in the 6th paragraph?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Infer Order of Steps(\_\_ /8) \*1 pt for each correct step.  | 1. Write the main steps for moving out of a home, in the order they are recommended.
	1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	6. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	7. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	8. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 |
| Inferences (\_\_ /2) | 1. Try to imagine 2 kinds of issues that the manager might discuss with the tenant, when doing the walk-through. Write them, below.
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
1. Why does this writer recommend leaving a note for the next tenant?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Function / Intention (\_\_ /2) | 1. What is the purpose of this article?
	1. to list the things we must do, when moving out
	2. to give advice on how to move out more easily
	3. to inform readers of the moving experiences this writer had
 |

**Answer Key**

|  |  |
| --- | --- |
| Factual Details (\_\_ /6) | 1. Most leases require that we submit our written notice at least \_\_\_\_\_\_\_\_\_\_\_ before moving. **30 days**
2. Which things could happen, if you are late informing the manager that you will move out? Choose all the correct answers.
3. **Your lease might renew.**
4. You might not be allowed to move out for one more year.
5. You might receive a negative reference letter, for your next home.
6. **You might have to pay a significant amount of money to terminate the lease.**
7. Where can we pick up a *change of address* form?

**at the post office**1. According to this article, when should you submit a *change of address* form? **2 weeks before moving, 2 weeks in advance**
2. When you do the walk-through, which of the following things will you turn over to the manager? Choose all the correct answers.
	1. the *change of address* form
	2. **the home keys**
	3. **any remote controls that belong to the home**
	4. the passcode to your Internet account
3. What does “FAQ” mean? **frequently asked questions**
 |
| Infer word meaning  (\_\_ /2) | 1. The article stated that we might have to pay a significant amount of money, if we submit our 30-day notice too late. What does the word ***significant*** mean? (paragraph 2)
	1. specific amount of money
	2. unknown amount of money
	3. **large amount of money**
2. The article stated that “Moving out of a home is often hectic and stressful”. What does the word ***hectic*** mean? (last paragraph)

**a. busy** b. exciting c. easy-going |
| Idioms and Expressions  (\_\_ /2) | 1. What does “ease your mind” mean, in the 1st paragraph?
	1. clear your mind and remove any thoughts
	2. **remove any worries or concerns**
	3. perform a task that is extremely simple
2. What does “wear and tear” mean, in the 6th paragraph?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Infer Order of Steps(\_\_ /8) \*1 pt for each correct step.  | 1. Write the main steps for moving out of a home, in the order they are recommended.
	1. submit your 30-day notice
	2. change your mailing address
	3. shut off or transfer your utilities
	4. schedule a walk-through
	5. clean, arrange, and repair the home
	6. remove and dispose of all the garbage
	7. do a walk-through and turn over all keys, remotes, etc.
	8. leave a warm and helpful note
 |
| Inferences (\_\_ /2) | 1. Try to imagine 2 kinds of issues that the manager might discuss with the tenant, when doing the walk-through. Write them, below. **Any of the following responses, and perhaps more.**
	1. **scratches to the walls and floors**
	2. **stains on the carpets**
	3. **missing items that belong to the house**
	4. **miscellaneous damage, etc.**
2. Why does this writer recommend leaving a note for the manager?

**It is kind and helpful. Other answers may be possible.** |
| Function / Intention (\_\_ /2) | 1. What is the purpose of this article?
	1. to list the things we must do, when moving out
	2. **to give advice on how to move out more easily**
	3. to inform readers of the moving experiences this writer had
 |

Notes to teacher:

* The compare and contrast questions are not include, because there is little to compare when giving instructions.
* The main idea question has been excluded, since the Function/Purpose question and Main Idea question are so similar, when giving instructions.
* The article, above, is a mixture of two sources, edited and revised for study purposes.

Sources of the article: <https://www.apartments.com/blog/the-essential-to-do-list-before-moving-out-of-an-apartment> and <https://www.thespruce.com/moving-out-checklist-2436708>

**CLB 6 Assessment Title: Moving Out of a Rental Home**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| Factual Details | Infer word meaning | Idioms and Expressions  | Infer Order of Steps |
| /6 | /2 | /2 | /8 |
| Inferences | Function / Intention | **Total** |
| /2 | /2 | /22 |

\*Pass = 15/22

Achieved 󠄀󠄀

Not yet 󠄀󠄀

CLB 6 Reading Assessment - Comprehending Instructions: Understand moderately complex instructions and instructional texts for multistep (up to 10 steps) procedures related to everyday situations, where the sequence must be inferred.

**CLB 6 Assessment Title: Moving Out of a Rental Home**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| Factual Details | Infer word meaning | Idioms and Expressions  | Infer Order of Steps |
| /6 | /2 | /2 | /8 |
| Inferences | Function / Intention | **Total** |
| /2 | /2 | /22 |

\*Pass = 15/22

Achieved 󠄀󠄀

Not yet 󠄀󠄀