Empty and clean the flat, storage area, garage and parking space
Naturally you have to empty and clean the flat. If you have a balcony or patio, this should also be cleaned. Follow our cleaning tips below!
Make sure the storage area is empty and well cleaned. If you have a garage or parking space, it should also be thoroughly cleaned. Remember that old car tyres, batteries and oil have to be turned in for recycling.
If the cleaning is not thoroughly done, you may have to pay for extra cleaning in accordance with the applicable fee list.

Inspecting your flat
Before you move, we will inspect your flat, at which point we will note any damage. You will have to pay for any damage beyond normal wear and tear, such as damaged floors and window pains, stains on wall paper, holes in the walls, doors or cabinets, and so on.
Make sure that all equipment that belongs to the flat is in place, such as inner doors, bathroom cabinets, hatracks, and student furniture. The flat does not need to be empty and cleaned at the time of inspection but the walls and floor should be as free of objects as possible.
It is preferable that you are present during the inspection to help solve any questions that arise together with the inspector.

Tips for cleaning at moving time
You need to take extra care when cleaning in preparation for a move. A regular weekly clean is not enough. You should avoid using unnecessarily harsh cleaning liquids, steel wool or sharp objects. Special liquids for cleaning ovens and toilets, however, can be used.

Do the following in every room...
- wipe off all painted surfaces, moulding, and so on, such as doors, thresholds, and electrical outlets – and the upper edge of the doors
- wipe off cabinets and closets, both inside and out and on top, and all doors, shelves and baskets
- clean tiled surfaces on walls and floors
- clean/wipe off vents
- clean all windows inside and out and between (even in the winter), window frames, moulding above and windowsills
- wipe off radiators – even behind them
- vacuum and mop all floors
This also applies to clothing closets and storage areas inside the flat.

In the kitchen/kitchenette
1. Pull out the stove and clean all sides and the back.
2. Clean the wall, sides of cabinets, tiles and floor both under and behind the stove.
3. Clean the stove eyes and edges.
4. Clean the kitchen fan (or vent) inside and out. Remove and wash the fan filter.
5. Clean the inside of the oven and heating compartment and wash the baking sheets and grill thoroughly.
6. Clean the top and bottom of the cutting board.
7. Wash the inside and outside of the kitchen cabinets. Don’t forget the upper edge of the doors. Wipe out the kitchen drawers.
8. Defrost and clean the refrigerator and freezer – even the upper cabinet above the units. Don’t forget the rubber moulding. Then leave the doors open.
9. Clean under the refrigerator and freezer. Remove the white protective grating at the base, vacuum and mop. If the refrigerator and freezer can be pulled out, the back should be cleaned using your vacuum’s furniture nozzle.
In the toilet, bathroom and laundry room
1. Wash the inside and outside of the toilet.
2. Wash both the top and bottom of the sink, and wash off the drain trap.
3. Remove the front of the bath tub and pull out the tub – mop under and behind.
4. Open the floor drain cover and clean the drain thoroughly.
5. If you have your own laundry room, clean inside, outside, behind and under the washing machine, dryer and drying cabinet. Wash out the detergent compartment and clean any filters.

Other things to remember:
Sort rubbish and waste:
You may only throw away household waste, newspapers, small batteries and packaging in our rubbish room.
All other rubbish is to be turned in at a recycling centre – in Gimonäs in Umeå, Kamratvallen in Holmsund or in Sävar.
You can also contact the recycling company Umeva at:
Automatic response tel. info: 090-16 15 01
Customer service weekdays: 090-16 19 00
Web: www.umeva.se
E-mail: umeva@umea.se

Some second hand shops accept donations of furniture and other items.

Extra tips!
Remove tape and stickers from the refrigerator and freezer, cabinet doors, doors, etc.

Returning keys
You are to return all keys to your local landlord, including any copies you have made. The same also applies to keys to storage areas, laundry scheduling boards, post boxes, motor heaters and garages.
Keys are to be returned no later than 12 noon on the day of the move. If keys are missing, you will have to pay for replacing the lock, based on the current price list.

When is your moving day?
Normally flats must be vacated on the first day of the month by 12 noon. Note that if the first of the month is a Saturday, Sunday or holiday, you must vacate by the next weekday by 12 noon.

Phone
If you have a fixed-line phone, you should cancel your service or request a change of address for your service.

Post
Make sure your post is forwarded to your new address:
Web: www.adressandring.se
Phone: 020-97 98 99

The Swedish Postal Service: closest postal centre

Insurance
Report your move to your insurance company.

Electricity
You have to inform your electric power company about your move so they can read your meter. If Umeå Energi is your supplier of energy this will be done automatically.

Follow the same procedures for closets as you did for kitchen cabinets. Wash the inside and outside of closets, and all sides of doors, shelves and drawers. Don’t forget the upper edge of the doors and on top of closets that do not go up to the ceiling.

All windows are to be cleaned, even in the winter. Use methylated spirit (T-röd) in a bucket instead of water to avoid freezing. Also wipe off around windows, on the window frames and the windowsills.

Where you feel at home