

NON-EXHAUSTIVE AND NON-CONTRACTUAL INFORMATIVE GUIDE. (VALID FOR: RESIDENTIAL/DEPENDING ON CONDITION AT THE ENTRANCE / NORMAL MAINTENANCE EXPECTED)

Usual recommendations:

Regular maintenance keeps the building in better condition and will make it easier for you to put things back in order for the exit inventory. Ensure compatibility between products and materials.

- Find out about all the maintenance that is your responsibility (e.g. alarm, softener, pit, gutters).
- Ask for the instructions for use of the equipment (household appliances, alarm, heating, etc.)
- Ask your landlord for recommendations for specific maintenance (stone, parquet, etc.)
- For sensitive floor coverings, remember to protect the legs of your furniture.
- Check every year that your insurance coverage is in order.
- Operate radiator valves and shut-off valves (toilets, sinks, sinks) every month
- Clean taps and aerators (+ anti-limescale except on stones, beware of the aggressiveness of the products)
- Weekly maintenance of the toilet bowl (No bleach if septic tank)
- Do not empty grease, corrosive materials, boiling water in sinks, toilets
- Do not cut directly on kitchen worktops, stainless steel sinks
- Ventilate the home properly. Check and clear the ventilation nozzles regularly.
- Dry the edges of the bathtub and shower as well as the chrome to prevent blackening of the silicone seals.
- Adjust cabinet doors/gates if deregulation during occupancy
- Close the water valves in case of prolonged absence (see insurance and remember to turn off the softener)
- Protect the pipes from freezing in winter or flush the outdoor pipes (responsibility of your meter)
- Immediately report malfunctions and damages for which the landlord is responsible
- Obtain the written agreement of the lessor for any modifications whatsoever.

- Submit any work outside of normal maintenance to the landlord beforehand.

Electricity: Replace defective light bulbs according to the equivalences / DO NOT CUT WIRES / Place protective dice / Check fire detector batteries / Clean and replace loose sockets and switches / Protect equipment in case of repainting.

AIDE-MEMOIRE: MAINTENANCE AND RESTORATION AT THE END OF OCCUPATION

GENERAL CLEANING, WITH SPECIAL ATTENTION TO THE FOLLOWING POINTS:

Prior to any maintenance work on the building's materials and equipment and in order for them to be carried out according to the rules of the art, the expert recommends that the tenant inquire about the specificity and compatibility of the products used.

Bathroom

- Maintain the taps with an appropriate limescale remover (! these products are very aggressive and must be rinsed very quickly, see the product's instructions for use!).
- Descale the faucet aerators (unscrew with a flat wrench to avoid scratching)
- Clean the strainers of the sinks, shower and bathtub (hair, soap, etc.) (Be careful with the correct unscrewing and screwing of the strainers)
- Wash shower cubicles with limescale remover or suitable product (windows, studs)
- Wash shower curtain or replace identically
- Clean air vents, seals around bathtub and shower (see specific product and sponge)
- Toilet to be cleaned and descaled
- If present, remember to recharge your softener and maintain it regularly

Radiators

- Dust the fins – gently lift the vertical plates and grate for access
- Clean the radiator and valve with liquid St Marc detergent

Kitchen

- Clean the hood (Metal filter in dishwasher) – replace activated carbon filter if present.
- Clean the inside and outside of cabinets as well as the tops of furniture (grease) and cutlery bins
- Defrost the fridge and freezer and clean them (beware of water spills on furniture – leave open if turned off)
- Clean the hobs: stainless steel, cooking zones and their edges with Vitrolin (Eres) or Jexfour type and soft pad.
- Clean the oven, racks and drip pans regularly (see specific product) Immediately remove the sugar from the ceramic glass cooktops (crystallization causing holes).

Parquet floors - Carpets

- Laminate parquet – sealed or oiled: Preferably clean with impregnated wipes or a slightly damp mop (with suitable additive). Avoid moistening the joints at all costs.
- Waxed parquet: degrease the surface with white spirit or turpentine, let dry for several hours and apply a new, natural, untinted wax.
- Protecting Flooring from Excessive Furniture Crush
- Do not place plants without waterproof protection (beware of porous saucers)
- Carpeting: Vacuum and clean – use trichloroethylene to remove stains + carpet cleaner
- Carpet: disinfect and shampoo gently if necessary (do a test beforehand).

Tiles and skirting boards

- Clean with water + Brite sponge and St Marc Detergent for stains
- Blue Stone: Rust Stain - Solution Diluted Oxalic Acid in Methylated Spirits + Rinse BCP. Blood stain, urine, ink, coffee, wine: blanch with diluted hydrogen peroxide (see www.pierrebleuebelge.be)

Diverse

- Clean with fabric and St Marc detergent: switches, sockets (avoid spills), doors, door tops, door hinges and stops, spotlights and ceiling lights.
- Wash curtains and drapes if they are part of the rental (see dry cleaning) and replace them.

Walls

- Remove nails, screws and dowels – plug – repaint the trace of the filler (paint in the same tone – ask the landlord if in doubt – no coarse patching)
- Wash the walls with St Marc's Detergent and dust the ceilings from dust wires

Doors - Frames and windows

- Doors: Wash the openings and frames / reattach the hardware / put back the initial keys present
- Frame: Clean pressure relief chambers (grooves) } Wash inside and outside glazing AND frame (be careful not to scratch / adequate material)
- Wash curtains and drapes if they are part of the rental (specialized firm recommended / risk of shrinkage)

Surroundings and Garden (generally to be returned in accordance with the entrance)

- When you go out, ask the landlord if he accepts your plants or remove them.
- Maintain regularly and carefully – Dispose of your plant waste

Watering and pruning plants and lawns, Removing weeds in flowerbeds, paths and under hedges Lawn: April – May: herbicide (pay attention to the method of application) example: PURE GRASS = fertilizer and anti-moss (+ scarify beforehand if heavy moss), Rose disease: against aphids

- Terrace: Clean with bleach if necessary and allowed (watch out for flowerbeds/stone)
- Garden terrace: brush with clear water – once a year, in spring: e.g. Damanin by Bayer
- Slabs on pedestals: cleaning gaps and plastering / cleaning guardrail windows

Cellar

- Remove cobwebs and clean with water: Remove all your rubbish.

* The clauses of the lease always prevail over the above In case of dispute, never suspend the payment of rent Use legal means in case of disagreement