

# CLEANING CHECKLIST

Enjoy clean, enjoy your home again... You've earned it!

Customer Name: \_\_\_\_\_

Customer Inspection Completed: \_\_\_\_\_

Service Date/ Time: \_\_\_\_\_

Initial here if customer not home at time of completion: \_\_\_\_\_

## ALL ROOMS

<b>REGULAR CLEAN</b>	Entry door windows cleaned
	Light switches & door knobs (dusted)
	Tidy area, fold blankets, arrange pillows
	Upholstered furniture vacuumed
	Ceiling fans & light fixtures (dusted)
	Cobwebs removed (low & high)
	Blinds, window sills, & lock ledges (dusted)
	Moldings & woodwork (dusted)
	Baseboards (dusted)
	Lamps & lampshades (dusted)
	Pictures & knick-knacks (dusted & tidied)
	Furniture (dusted & polished)
	Countertops & backsplashes (washed)
	All sinks (scrubbed/disinfected)
	Mirrors (Windexed)
Wastebaskets (emptied/washed/relined)	
Stairs (vacuumed, wood dusted)	
Floors (vacuumed &/or mopped)	
Cabinets spot-cleaned	
Dust & tidy knickknacks, personal items	
Shelves (dusted)	
<b>DEEP</b>	Ceiling fan blades within 2-step ladder reach (hand washed or wiped)
	Light fixtures within 2-step ladder reach (hand washed in place/not removed)
	Blinds & shutters (vacuumed, not washed)
	Moldings & woodwork, window sills, & lock ledges (hand washed or wiped)
	Baseboards (hand washed or wiped, reachable w/out moving furniture)
	Pictures & knick-knacks (hand wiped)
	Uncluttered shelves (hand wiped)
	Furniture (polished, fronts, sides, legs)
	Top of refrigerator (hand washed or wiped)
	Stovetop, grates or drip pans scrubbed
All Cabinet fronts (hand washed or wiped)	
All Doors and door frames (hand washed or wiped)	
Light switch plates (hand washed)	
<b>MOVE OUT</b>	Spot clean walls
	Baseboard detail cleaning (hand wiped)
	Clean inside all drawers (hand wiped)
	Clean inside all cabinets (hand wiped)

### NOTE

The **Regular Cleaning** items are included in each tier including the **Deep** and **Move In/Out Cleaning**

## BATHROOMS

<b>REGULAR CLEAN</b>	<input type="checkbox"/> General bathroom straightening
	<input type="checkbox"/> Towels neatly hung & folded
	<input type="checkbox"/> Clean inside & outside toilet; clean the base & the lid
	Tub/shower & tiles (scrubbed)
	Clean shower door, track & glass
	All bathroom counters & fixtures (sanitized)

## KITCHEN

<b>REGULAR CLEAN</b>	Clean & polish hood vent
	Clean stove & hood
	Clean inside and outside of microwave
	Top of refrigerator (dusted)
	Dishes put in washer
Outside of appliances cleaned	
<b>MOVE OUT</b>	Inside fridge (hand wiped)
	Inside oven (hand wiped)
	Inside drawers & cabinets (hand wiped)

## BEDROOMS

<b>REGULAR CLEAN</b>	Make beds
	1 set of sheets changed per bed
	Pillows & cushions fluffed
	Dust furniture, lamps, lamp shades & hanging lights
	Dust & tidy knickknacks, personal items
	Tidy area, fold blankets, arrange pillows

## AVAILABLE EXTRAS

- Inside windows
- Inside cabinets
- Inside fridge
- Inside oven
- Walls
- Load of laundry