

## Vacate Cleaning Guide

### **Kitchen**

- ☐ Light globes – Replace any blown globes in the oven, rangehood and kitchen.
- ☐ Oven/Grill – Clean all surfaces including the upper area, racks, trays, oven door, seals & in between the door.
- ☐ Rangehood filters – Remove and clean the filters and the areas behind the filters.
- ☐ Cooktop – Remove grease from all areas of the gas burners and surfaces of both gas and electric cooktops.
- ☐ Cupboards - Remove dust, marks, clean all surface areas as well as remove scuff marks off the walls.
- ☐ Floors – Clean surface areas of the floors, remove dust, marks & stains.
- ☐ Walls – Ensure the walls are clean & remove any scuff marks.
- ☐ Windows – Glass to be cleaned internally and externally where possible. Window sills and window tracks to be cleaned and free of dust.
- ☐ Ceiling/Cornice – Ensure the ceiling is clean & free of cob webs & mould.
- ☐ Sink & taps – Clean surfaces and remove grime.
- ☐ Benchtop's - Clean benchtop surfaces & remove grime.
- ☐ Split system air conditioners – Clean surfaces and the internal filter.
- ☐ Dishwasher – Clean surfaces, filter & racks.

### **Living areas/Loungeroom**

- ☐ Light Globes – Replace any blown globes.
- ☐ Floors – Clean surface areas of floors, remove dust, marks & stains. Carpeted areas to be professionally steamed cleaned.
- ☐ Walls – Ensure the walls are clean & remove any scuff marks.
- ☐ Skirting boards – Remove dust & scuff marks.
- ☐ Windows – Glass to be clean internally and externally where possible. Window sills and window tracks to be cleaned and free of dust.
- ☐ Blinds – Remove dust & marks.
- ☐ Cupboards - Remove dust, marks, clean all surface areas as well as remove scuff marks off the walls.
- ☐ Light fittings – Clean surfaces & remove dust on any fittings with covers.
- ☐ Split system air conditioners – Clean surfaces and the internal filter.
- ☐ Vents – Remove dust and clean surfaces.
- ☐ Ceiling/Cornice – Ensure the ceiling is clean & free of cob webs & mould.

## Bedrooms

- ☐ Light globes – Replace any blown globes.
- ☐ Floors – Clean surface areas of floors, remove dust, marks & stains.  
Carpeted areas to be professionally steamed cleaned.
- ☐ Walls – Ensure the walls are clean & remove any scuff marks.
- ☐ Skirting boards – Remove dust & scuff marks.
- ☐ Windows – Glass to be clean internally and externally where possible.  
Window sills and window tracks to be cleaned and free of dust.
- ☐ Ceiling fans – Clean and dust the surfaces including the top areas.
- ☐ Split system air conditioners – Clean surfaces and the internal filter.
- ☐ Blinds – Remove dust & marks.
- ☐ Cupboards - Remove dust, marks, clean all surface areas as well as remove scuff marks off the walls.
- ☐ Light fittings – Clean surfaces & remove dust on any fittings with covers.
- ☐ Vents – Remove dust and clean surfaces.
- ☐ Ceiling/Cornice – Ensure the ceiling is clean & free of cob webs & mould.

## Laundry

- ☐ Light globes – Replace any blown globes.
- ☐ Floors – Clean surface areas of floors, remove dust, marks & stains.
- ☐ Ceiling/Cornice – Ensure the ceiling is clean & free of cob webs & mould.
- ☐ Exhaust fan – Clean and free of dust and mould.
- ☐ Walls – Ensure the walls are clean & remove any scuff marks.
- ☐ Cupboards - Remove dust, marks, clean all surface areas as well as remove scuff marks off the walls.
- ☐ Tiles & Grout – Remove grime, any mould & clean all surfaces.
- ☐ Windows – Glass to be clean internally and externally where possible.  
Window sills and window tracks to be cleaned and free of dust.

## Bathroom

- ☐ Light globes – Replace any blown globes.
- ☐ Shower screen – Clean the glass surfaces & leave free of streaks.
- ☐ Bath – Clean surfaces & remove any grime.
- ☐ Tiles & Grout – Remove grime, any mould & clean all surfaces.
- ☐ Taps, shower head, soap holders – Clean surface areas.
- ☐ Toilet – Clean & remove any stains from the bowl, rim, lid and cistern.
- ☐ Cupboards - Remove dust, marks, clean all surface areas as well as remove scuff marks off the walls.
- ☐ Vanity & benchtops – Clean all surfaces.

## **Bathroom Continued**

- ☐ Floors – Clean surface areas of floors, remove dust, marks & stains.
- ☐ Ceiling/Cornice – Ensure the ceiling is clean & free of cob webs & mould.
- ☐ Mirrors – Clean mirrors & glass surfaces.
- ☐ Windows – Glass to be clean internally and externally where possible.  
Window sills and window tracks to be cleaned and free of dust.

## **Balcony/Outdoor Area**

- ☐ Light globes – Replace any blown globes.
- ☐ Tiles/flooring – Clean surfaces areas and remove any dust, dirt, grime & leaves.
- ☐ Balustrades – Glass & rails are clean.
- ☐ Windows – Glass to be clean internally and externally where possible.  
Window sills and window tracks to be cleaned and free of dust.
- ☐ Walls – Ensure the walls are clean & remove any scuff marks.
- ☐ Ceiling/Cornice – Ensure the ceiling is clean & free of cob webs.
- ☐ Gardens – Are clean, neat & free of weeds.
- ☐ Outdoor air-conditioning unit – Surfaces & vent area is clean & free of dirt.
- ☐ Grassed areas – Lawns are mowed.

## **Furnished Items**

- ☐ Washing Machine – Filters are cleaned, soap dispenser is clean including all surface areas.
- ☐ Dryer – Filters are clean as well as all surfaces.
- ☐ Fridges – Clean all shelves & draws in the fridge and freezer.
- ☐ Lounges – have been clean, free of dust, no dirt under or in-between cushions.
- ☐ Tables & chairs – Wiped down and surfaces cleaned.
- ☐ Bed Mattress – Steamed clean

## **Garage**

- ☐ Light globes – Replace any blown globes.
- ☐ Floors – Clean surface areas of floors, remove dust, marks & stains.
- ☐ Walls – Ensure the walls are clean & remove any scuff marks.
- ☐ Skirting boards – Remove dust & scuff marks.
- ☐ Windows – Glass to be clean internally and externally where possible.  
Window sills and window tracks to be cleaned and free of dust.
- ☐ Blinds – Remove dust & marks.

## **Garage Continued**

- ❑ Cupboards - Remove dust, marks, clean all surface areas as well as remove scuff marks off the walls.
- ❑ Light fittings – Clean surfaces & remove dust on any fittings with covers.
- ❑ Vents – Remove dust and clean surfaces.
- ❑ Ceiling/Cornice – Ensure the ceiling is clean & free of cob webs.