**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.