

RESIDENTIAL



Basic Cleaning Checklist

Bathrooms:

- Dust cobwebs from lights and corners
- Clean all mirrors and glass
- Dust ceiling fan, light fixtures, and vents
- Dust all windowsills and frames
- Clean and wipe shower, tub, door, and faucet
- Clean hardware; towel rack, toilet paper holder, etc.
- Clean and sanitize counter, sinks, and faucets
- Clean exterior cabinets and handles
- Sanitize the toilets, making sure to clean inside, outside, around, and behind
- Dress toilet paper roll
- Take out the trash, disinfect the garbage can, replace the trash bag
- Tidy personal items, shower curtain, towels, etc.
- Clean interior door surfaces
- Sweep, vacuum, mop all floors

Bedrooms:

- Dust all cobwebs from lights and corners
- Dust ceiling fan, light fixtures, vents, and lamps
- Dust all furniture, headboards, flat surfaces, shelves, and decor
- Dust all windowsills and frames
- Clean interior door surfaces
- Tidy bed, fluff pillows, arrange throw blankets
- Sweep, vacuum, and mop all floors

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Kitchen:

- Dust cobwebs from lights and corners
- Dust all ceiling fans, light fixtures, vents, and lamps
- Dust all flat surfaces, shelves, and decor
- Dust all windowsills and frames
- Clean and sanitize sink, backsplash, and countertops
- Wipe down exteriors of small appliances, including the toaster, coffee maker, etc.
- Clean interior and exterior of microwave
- Clean the outside of the oven, range, and refrigerator
- Clean stove top, including glass, and controls
- Clean exterior of all cabinets and drawers
- Take out the trash, disinfect the garbage can, replace the trash bag
- Tidy counters, tables, chairs, etc.
- Sweep, vacuum, and mop all floors

Common Rooms (Living Rooms):

- Dust all cobwebs from lights and corners
- Dust ceiling fan, light fixtures, vents, and lamps
- Dust all flat surfaces, shelves, and decor
- Dust all windowsills and frames
- Dust appliances, such as televisions and other electronics, and decor
- Clean interior door surfaces
- Tidy couch, fluff pillows, arrange throw blankets, etc.
- Sweep, vacuum, and mop all floors

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Total Property:

- Wipe washing machine and dryer
- Clean and tidy laundry room
- Clean and tidy office area (do not disturb papers)
- Dust all ceiling fans and vents
- Dust all tables, consoles, hutches, entertainment centers
- Dust picture frames and knickknacks
- Dust and fluff all drapes and curtains
- Dust windowsills
- Sweep, vacuum, and mop all floors

Final Walk-Through

- Ensure all items are neat and tidy
- Ensure no lint or hair on any hard surface
- Ensure curtain, drapes, and blinds are neat and tidy
- Ensure towels, blankets, pillows, floor mats, and rugs are tidy
- Ensure all lights are off
- Ensure all cleaning products, towels, and supplies are picked up and put away
- Leave business card/cleaning bundle (First time clean only)
- Lock front doors, back doors, and lock boxes if applicable

Add-Ons

- Oven Interior
- Refrigerator interior
- Kitchen cabinet interior
- Wash and put away dishes
- Clean blinds
- Vacuum couch and under cushions
- Interior windows, frames, and sills
- Patio sweep