

## CLEANING CHECK LIST

### Clean from Top to Bottom Throughout Home...

- ☐ Wipe all ceiling fans, bulbs/fixtures.
- ☐ Replace any burnt out light bulbs, including oven/microwave.
- ☐ Remove any dust/cobwebs/mildew from ceilings, register vents, corners, walls.
- ☐ Wipe all blinds and shutters throughout.
- ☐ Clean all windows and their tracks.
- ☐ Clean all light switches and knobs.
- ☐ Clean all doors and their hardware (front and back).
- ☐ Clean all door jambs and door moldings, including the top of each door.
- ☐ Wipe down all baseboards and moldings.
- ☐ Lastly, vacuum/sweep all flooring well before having professionally cleaned.

### Kitchen...

- ☐ Remove all personal items from cabinets, drawers, appliances, and pantry.
- ☐ Use a clean new cloth for each task in the kitchen.
- ☐ Vacuum all cabinets and drawers out, before wiping them out.
- ☐ Degrease and clean every cabinet door, front and back / top and bottom.
- ☐ Clean the refrigerator inside and out, including on top and under. Carefully remove all drawers and shelves to clean properly, dry and replace. (*\*Be mindful of water lines when moving refrigerator*)
- ☐ Clean the stove/oven inside and out, including the bottom drawer. (*\*Always remove all oven racks before using any self-cleaning mode*)
- ☐ Clean any microwave inside and out, including under and degreasing the vent filters.
- ☐ Clean the dishwasher, inside and out, wiping the full frame on all sides too.
- ☐ Make sure any sink disposal is clean, free of debris and working well.
- ☐ Clean and degrease all countertops, backsplash, on/under cabinets and walls.

### Bathrooms...

- ☐ Remove all personal items from cabinets, drawers and closets.
- ☐ Use a clean new cloth for each task in the bathrooms.
- ☐ Clean all mirrors, leaving streak free
- ☐ Make sure all plumbing is working properly and free from hair and debris.
- ☐ Clean all sinks and faucets.
- ☐ Vacuum all cabinets and drawers out, before wiping them out.
- ☐ Clean every cabinet door, front and back / top and bottom.
- ☐ Clean all tubs, showers, tiles and grout and free of mildew or soap scum.
- ☐ Clean all glass/shower doors and their gaskets to assure it is spot free and free of mildew or soap scum.
- ☐ Sanitize each toilet inside and out, top to bottom. (Replace any broken or stained toilet seats or other parts as needed)
- ☐ Make sure all areas around the toilets are sanitized including nearby walls, baseboards, cabinets etc. (*\*HINT: use a black light if not sure you got everything*)

### Exterior, if applicable...

- ☐ Mow, weed whack, and edge yard.
- ☐ Pull weeds and tidy flower beds.
- ☐ Trim shrubs.
- ☐ Test sprinkler system, adjust and replace any bad sprinklers.
- ☐ Clean walkways, patios, decks, garage(s) & driveway(s).
- ☐ Clean the front door and any other surfaces and fixtures needing it.
- ☐ Remove all trash and personal items from the property, not left at curb.