Client:

Staff:

Date:

# BATHROOMS

[ ]  Shower tiles & grout cleaned

[ ]  Shower head, exterior drain & faucet cleaned

[ ]  Bathtub cleaned

[ ]  Light fixtures dusted, cleaned inside & out (if removed by client)

[ ]  Cabinet & drawers cleaned inside & out

[ ]  Cabinet & drawer hardware cleaned

[ ]  Vents & exhaust fans cleaned

[ ]  Medicine cabinet cleaned inside & out

[ ]  Mirror cleaned and polished (no streaks)

[ ]  Faucet cleaned (top, under handle, sides, around caulk)

[ ]  Sink (including pop up drain) cleaned & polished

[ ]  Countertops cleaned & debris free

[ ]  Inside toilet cleaned (bowl, under rim, down drain)

[ ]  Outside toilet cleaned (base, tank, handle, hinges & behind)

[ ]  Toilet paper holder cleaned

[ ]  Towel bar cleaned

[ ]  Blinds dusted and window sills wiped

[ ]  Doors & casing cleaned

[ ]  Molding & corners dusted

[ ]  Baseboards dusted & wiped clean

[ ]  Garbage emptied & garbage bag replaced

[ ]  Floors cleaned & mopped

# LAUNDRY ROOM

[ ]  Light fixtures dusted, cleaned inside & out (if removed by client)

[ ]  Ceiling vents vacuumed

[ ]  Outside washing machine & dryer cleaned

[ ]  Remove lint from dryer lint trap

[ ]  Doors & casing cleaned

[ ]  Switch plates & outlet covers wiped

[ ]  Blinds dusted and window sills wiped

[ ]  Floors cleaned & mopped

# Kitchen

[ ]  Faucet and sink cleaned, sanitized & polished

[ ]  Exterior drain & drain stopper cleaned

[ ]  Counters wiped & all items removed

[ ]  Inside fridge & freezer cleaned (shelves & drawers)

[ ]  Outside fridge cleaned (top, behind, sides, gasket & hinges)

[ ]  Fridge coils & vents behind fridge vacuumed

[ ]  Nook where fridge sits cleaned (walls, sides & floors)

[ ]  Inside stove cleaned (door, interior racks & drawer

[ ]  Outside stove cleaned(drip pans, coils, top, door & elec panel)

[ ]  Exhaust vent cleaned (side cabinet area & filter cleaned)

[ ]  Nook where stove sits cleaned (walls, sides & floors)

[ ]  Inside dishwasher cleaned (interior walls & wire baskets)

[ ]  Outside dishwasher cleaned(front, top, sides, gasket & hinges

[ ]  Dishwasher control panel wiped, buttons & knobs cleaned

[ ]  Every cabinet cleaned inside and out including drawers

[ ]  Cabinet handles & door hinges cleaned

[ ]  Clean kick plates under cabinets

[ ]  Microwave cleaned inside & out, area underneath cleaned

[ ]  Backsplash cleaned & splatter free

[ ]  Light fixtures dusted, cleaned inside & out (if removed by client)

[ ]  Switch plate & outlet covers wiped

[ ]  Blinds dusted and window sills wiped

[ ]  Doors & casing cleaned

[ ]  Molding & corners dusted

[ ]  Baseboards dusted & wiped clean

[ ]  Garbage emptied & garbage bag replaced

[ ]  Floors cleaned & mopped

# LIVING ROOM and DINING ROOM

[ ]  Ceiling vents & air return grill vacuumed

[ ]  Light fixtures dusted, cleaned inside & out (if removed by client)

[ ]  Ceiling fans dusted

[ ]  Thermostat control wiped

[ ]  Switch plates & outlet covers wiped

[ ]  Blinds dusted and window sills wiped

[ ]  Doors & casing cleaned

[ ]  Molding & corners dusted

[ ]  Baseboards dusted & wiped clean

[ ]  Floors vacuumed and/or mopped

# BEDROOMS, closets & hallways

[ ]  Ceiling vents vacuumed

[ ]  Ceiling fans & light fixtures dusted

[ ]  Closet doors & tracks cleaned

[ ]  Closet shelving cleaned

[ ]  Closet floors vacuumed (including baseboards & corners)

[ ]  Switch plates & outlet covers wiped

[ ]  Blinds dusted and window sills wiped

[ ]  Doors & casing cleaned

[ ]  Molding & corners wiped clean

[ ]  Baseboards dusted & wiped clean

[ ]  Check for and remove cobwebs

[ ]  Floors vacuumed and/or mopped

# office and bonus room

[ ]  Ceiling vents & air return grill vacuumed

[ ]  Ceiling fans & light fixtures dusted

[ ]  Switch plates & outlet covers wiped

[ ]  Blinds dusted and window sills wiped

[ ]  Doors & casing cleaned

[ ]  Molding & corners dusted

[ ]  Baseboards dusted & wiped clean

[ ]  Floors vacuumed and/or mopped

# general spaces

[ ]  Ceiling vents & air return grill vacuumed

[ ]  Light fixtures dusted, cleaned inside & out (if removed by client)

[ ]  Switch plates & outlet covers wiped

[ ]  Blinds dusted and window sills wiped

[ ]  Doors & casing cleaned

[ ]  Floors vacuumed and/or mopped

# GENERAL CLEANING

[ ]  Sliding glass doors and/or French doors cleaned inside

[ ]  Cobwebs removed from all corners

[ ]  Lanai fans/lights cleaned (if removed by client)

[ ]  Remove cob webs from lanai and garage

[ ]  Sweep out lanai & garage

[ ]  Overall cleaning checked with “eye level test”