

CLEANING CHECKLIST

Name:	
Address:	
<u>Email:</u>	
Phone:	

Residential Information		
Sq. Footage		
Number of Floors		
Number of Bedrooms		
Number of Full Baths		
Number of Half Baths		

ALL LI	VING AREAS	
Yes	No	Dust ALL surfaces Top to Bottom
Yes	No	Clean / sanitize & polish surfaces (coffee tables, side tables, consoles, etc.)
Yes	No	Dust ceiling fans (within reach)
Yes	No	Dust baseboards & door panels
Yes	No	Dust blinds & window sills
Yes	No	Dust Picture Frames
Yes	No	Vacuum floors and carpets
Yes	No	Spot wash walls

Yes	No	Mop floors - Type preferred:
Additional areas:		

<u>KITCHEN</u>	
Yes No	Dust surfaces - Please circle blinds, window sills, cabinets, door panels, baseboards
Yes No	Clean & disinfect countertops
Yes No	Clean & disinfect appliances - Please circle toaster, coffee maker, dishwasher
Yes No	Inside fridge \$
Yes No	Clean & disinfect sink
Yes No	Cabinet fronts
Yes No	Inside Cabinets \$
Yes No	Stove - Flat top
Yes No	Inside oven \$
Yes No	Polish stainless
Yes No	Microwave (inside / out) - Please cirlce
Yes No	Empty trash bins
Yes No	Vacuum floors and carpets
Yes No	Mop floors - Type preferred :
Yes No	Dishes \$

BEDROOMS	Total Number :
Yes No	Dust blinds and window sills
Yes No	Dust baseboards & door panels
Yes No	Dust furniture / Polish furniture - Please Circle
Yes No	Change sheets & Make beds \$
Yes No	Clean & polish mirrors
Yes No	Vacuum floors & carpets
Yes No	Mop floors - Type preferred :

BATHROOM(S)		
<u>Total Number</u> :	Total Half Bath : Total Full Baths :	
Yes No	Dust blinds and window sills	
Yes No	Dust cabinets, door panels, and baseboards	
Yes No	Clean/disinfect surfaces (countertops, knobs, switches, etc.)	
Yes No	Spot clean cabinet fronts	
Yes No	Clean / disinfect toilets inside & out	
Yes No	Clean / disinfect sinks, showers & tubs	

Yes	No	Empty trash bin
Yes	No	Polish mirrors
Yes	No	Pollish stainless fixtures
Yes	No	Polish stainless fixtures - (sink and shower)
Yes	No	Vacuum floors & carpet
Yes	No	Mop floors - Type preferred :

LAUNDRY AREA (if applicable)		
Yes	No	Clean / disinfect surfaces
Yes	No	Remove dryer lint
Yes	No	Take out trash
Yes	No	Vacuum floors & rugs
Yes	Νο	Mop floors - Type preferred :
Yes	No	
Yes	No	
OUTDOORS		
Yes	No	Sweep deck
Yes	No	Wipe down patio furniture
Yes	No	Check & clean grill

Yes	No	Check & clean outdoor shower

ADDITIONAL SERVICE REQUESTS -	Please list any additional services and/or tasks you would like addressed.

AREAS TO SKIP	Please list any areas, surfaces, or tasks you would like us to skip.

IS THIS A RENTAL PROPERTY -	Please list any specifics regarding your rental. Include dates already booked requiring cleaning services.

We will email you our Linen Laundering options to choose from.