

Cleaning Checklist

Enjoy clean, enjoy your home again... You've earned it!

Customer Name: _____

Customer Inspection Completed: _____

Service Date/ Time: _____

Initial here if customer not home at time of completion: _____

All Rooms

Regular Clean	<input type="checkbox"/> Entry door windows cleaned
	<input type="checkbox"/> Light switches & door knobs (dusted)
	<input type="checkbox"/> Tidy area, fold blankets, arrange pillows
	<input type="checkbox"/> Upholstered furniture vacuumed
	<input type="checkbox"/> Ceiling fans & light fixtures (dusted)
	<input type="checkbox"/> Cobwebs removed (low & high)
	<input type="checkbox"/> Blinds, window sills, & lock ledges (dusted)
	<input type="checkbox"/> Moldings & woodwork (dusted)
	<input type="checkbox"/> Baseboards (dusted)
	<input type="checkbox"/> Lamps & lampshades (dusted)
	<input type="checkbox"/> Pictures & knick-knacks (dusted & tidied)
	<input type="checkbox"/> Furniture (dusted & polished)
	<input type="checkbox"/> Countertops & backsplashes (washed)
	<input type="checkbox"/> All sinks (scrubbed/disinfected)
	<input type="checkbox"/> Mirrors (Windexed)
	<input type="checkbox"/> Wastebaskets (emptied/washed/relined)
	<input type="checkbox"/> Stairs (vacuumed, wood dusted)
	<input type="checkbox"/> Floors (vacuumed &/or mopped)
	<input type="checkbox"/> Cabinets spot-cleaned
	<input type="checkbox"/> Dust & tidy knickknacks, personal items
<input type="checkbox"/> Shelves (dusted)	
Deep Clean	<input type="checkbox"/> Ceiling fan blades within 2-step ladder reach (hand washed or wiped)
	<input type="checkbox"/> Light fixtures within 2-step ladder reach (hand washed in place/not removed)
	<input type="checkbox"/> Blinds & shutters (vacuumed, not washed)
	<input type="checkbox"/> Moldings & woodwork, window sills, & lock ledges (hand washed or wiped)
	<input type="checkbox"/> Baseboards (hand washed or wiped, reachable w/out moving furniture)
	<input type="checkbox"/> Pictures & knick-knacks (hand wiped)
	<input type="checkbox"/> Uncluttered shelves (hand wiped)
	<input type="checkbox"/> Furniture (polished, fronts, sides, legs)
	<input type="checkbox"/> Top of refrigerator (hand washed or wiped)
	<input type="checkbox"/> Stovetop, grates or drip pans scrubbed
Move Out	<input type="checkbox"/> All Cabinet fronts (hand washed or wiped)
	<input type="checkbox"/> All Doors and door frames (hand washed or wiped)
	<input type="checkbox"/> Light switch plates (hand washed)
	<input type="checkbox"/> Spot clean walls
<input type="checkbox"/> Baseboard detail cleaning (hand wiped)	
<input type="checkbox"/> Clean inside all drawers (hand wiped)	
<input type="checkbox"/> Clean inside all cabinets (hand wiped)	

NOTE

The **Regular Cleaning** items are included in each tier including the **Deep** and **Move In/Out Cleaning**

Bathrooms

Regular Clean	<input type="checkbox"/> General bathroom straightening
	<input type="checkbox"/> Towels neatly hung & folded
	<input type="checkbox"/> Clean inside & outside toilet; clean the base & the lid
	<input type="checkbox"/> Tub/shower & tiles (scrubbed)
	<input type="checkbox"/> Clean shower door, track & glass
	<input type="checkbox"/> All bathroom counters & fixtures (sanitized)

Kitchen

Regular Clean	<input type="checkbox"/> Clean & polish hood vent
	<input type="checkbox"/> Clean stove & hood
	<input type="checkbox"/> Clean inside and outside of microwave
	<input type="checkbox"/> Top of refrigerator (dusted)
	<input type="checkbox"/> Dishes put in washer
	<input type="checkbox"/> Outside of appliances cleaned
Move Out	<input type="checkbox"/> Inside fridge (hand wiped)
	<input type="checkbox"/> Inside oven (hand wiped)
	<input type="checkbox"/> Inside drawers & cabinets (hand wiped)

Bedrooms

Regular Clean	<input type="checkbox"/> Make beds
	<input type="checkbox"/> 1 set of sheets changed per bed
	<input type="checkbox"/> Pillows & cushions fluffed
	<input type="checkbox"/> Dust furniture, lamps, lamp shades & hanging lights
	<input type="checkbox"/> Dust & tidy knickknacks, personal items
	<input type="checkbox"/> Tidy area, fold blankets, arrange pillows

Available Extras

- Inside windows
- Inside cabinets
- Inside fridge
- Inside oven
- Walls
- Load of laundry