

Residential Check List

Maintenance clean

* Required

1. WALK THROUGH .

- review focus areas in client email
- put on booties & gloves
- assess each room and prioritize time per room to cover - start at the top, down!
- REMEMBER TO PHOTOGRAPH ANY DAMAGE OR CONCERNS

2. BATHROOMS *

Check all that apply.

- sink cleaned & sanitized
- toilet cleaned & sanitized
- bath/shower cleaned and sanitized
- counter tops cleaned & sanitized
- cabinets spot wiped
- window sills wiped
- clean mirrors & glass
- chrome work cleaned & shined
- empty garbage & bin sanitized
- floors cleaned
- baseboards wiped
- doors wiped
- handles disinfected
- empty garbage & replace bin liner

3. LIVING ROOM

Check all that apply.

- decor dusted
- hard surfaces wet wiped
- furniture vacuumed
- doors & walls spot wiped
- light fixtures/fans dusted (within reach)
- floors vacuumed and/or mopped
- baseboards vacuumed
- [we only move furniture if safe to do so]

4. LAUNDRY ROOM

Check all that apply.

- washer seals sanitized, exterior polished
- dryer lint trap cleaned, exterior polished
- doors and walls spot wiped
- trash emptied
- floors vacuumed and mopped
- baseboards vacuumed (scrubbing is an extra charge)

5. STAIRS & HALLWAYS

Check all that apply.

- damp dust stairways (hard floor)
- vacuum stairs (carpeted)
- sanitize handrail
- damp dust spindles and bases if necessary
- make notes and photograph any damage or concerns
- damp dust picture frames

6. BEDROOMS

Check all that apply.

- strip beds prior to arrival and leave fresh bedding. If not, we will make up the beds as they are (please note we do not launder bedding)
- glass cleaned
- upper surfaces dusted
- lower surfaces, vacuumed or mopped
- baseboards vacuumed (scrubbing is an extra charge)
- rugs vacuumed
- doors & walls spot wiped
- light fixtures & fans dusted (if within reach)
- [furniture only moved if safe to do so]

7. KITCHEN *

Check all that apply.

- general tidy
- wipe down back splashes
- appliance exteriors polished
- kick plates wiped
- wipe down & sanitize all counter surfaces
- floors mopped
- baseboards dusted (scrubbing/wiping baseboards is an extra charge)
- sink cleaned & polished
- hood fan cleaned
- stove top cleaned
- exterior cupboard surfaces & handles spot wiped
- microwave interior cleaned
- empty garbage wipe down with sanitizer

8. EXTRAS

Check all that apply.

- oven clean
 - walls
 - baseboards scrubbed
 - interior windows and window tracks
 - blinds
 - special requests
 - [all subject to availability and conversation!]
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SCAN HERE TO RE BOOK

