

# GENERAL CLEANING CHECKLIST



✓	<b>KITCHEN</b>
	Degrease and Polish all Areas of Stove Top and Range Hood Exterior
	Wipe Down Exterior Cabinets
	Oven Front Exterior
	Microwave Interior and Exterior
	Refrigerator Exterior Including Ice Maker Inset, Wine Refrigerator Exterior (if applicable)
	Dishwasher Front
	Exterior of Small Appliances
	Clean and Polish Countertop, Sinks and Faucets-Move Appliances to Get Under
	Dust Ceilings for Cobwebs
	Clean Glass on Patio Doors Inside and Out, Window Behind Sink (if applicable)
	Dust Blinds, Windowsills
	Dust Accessible Pendant Lighting
	Vacuum and Wash Floors Including Pantry, Clean Kickplates Under Cabinets as Needed
	Wipe Down Eat in Dining Table and Chairs, Island Barstools
	Garbage Removal
✓	<b>BATHROOM</b>
	Clean Tub, Shower Enclosure, Glass Doors, Spot Treat for Mildew
	Only Damp Wipe Tub if Unused
	Clean and Polish Countertop, Sinks and Faucets
	Wipe Down Countertop Accessories
	Clean Vanity Mirror Glass
	Clean Toilet Interior and Exterior, Fold TP
	Wipe Down Cabinet Front Exterior
	Dust Ceilings for Cobwebs
	Dust Baseboards
	Vacuum and Wash Floors
	Vacuum Master Closet (if applicable)
	Garbage Removal
✓	<b>BEDROOM</b>
	Swiffer Dust Furniture Including Headboard
	Damp Wipe Furniture Where Needed
	Make Bed (linen change is extra)
	Dust Lamps, Shades and Accessories
	Dust Blinds, Windowsills
	Pick Up (only if agree upon inception of service)
	Clean Mirrored Doors (if applicable)
	Vacuum Floors Including Accessible Closets, Wash Floors (if applicable)
	Garbage Removal
✓	<b>ENTRY, HALL, STAIRWELL</b>
	Spot Clean Front Door and Transom Glass (if applicable)
	Dust Furniture, Accessories, Picture Frames
	Dust Stair Railing
	Dust Ceilings for Cobwebs
	Vacuum Including Stairs, Wash Floors

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✓	<b>LIVING AREAS, OFFICE, HOME GYM</b>
	Dust Blinds, Windowsills
	Dust Furniture, Built-Ins, Picture Frames
	Dust Exercise Equip (if applicable)
	Straighten Pillows, Blankets and Cushions on Couch and Chairs
	Dust Desk Work Areas Not to Disturb Papers
	Spot Clean Windows for Finger and Pet Prints
	Remove Pet Hair on Furniture, Vacuum Large Dog Beds
	Clean Electronics with Electronic Safe Cleaner
	Dust Ceilings for Cobwebs
	Pick Up (only if agreed upon inception of service)
	Vacuum, Wash Floors
	Garbage and Recycle Removal
✓	<b>LAUNDRY, MUDROOM</b>
	Washer and Dryer Tops, Sides (if applicable)
	Dust Cabinet Fronts, Open Shelving
	Clean and Polish Countertop, Sink and Faucets (if applicable)
	Swiffer Dust Blinds, Windowsills
	Dust Ceilings for Cobwebs
	Spot Clean Door to Garage
	Vacuum and Wash Floors (special attention behind door)
	Garbage Removal
	Clean Floor Around Litter Box (no changing litter boxes or cleanup of pet messes)
	<b>EXTRA SERVICES BY REQUEST-SEE ALA CARTE UNDER SERVICE RATES</b>
	Clean Fireplace Interior Glass
	Clean Light Switch Cover Plates
	Damp Wipe All Woodwork-Doors, Trim, Sills, Baseboards, Stairwell
	Clean Accessible Lighting- Ceiling, Bathroom Vanity, Dining, Living Areas
	Pet Hair Removal on Curtains
	Vacuum of Furniture to Include Under Cushions, Pillows
	Window Track Cleaning
	Window Cleaning Interior Only (no ladders over 6') NO EXTERIOR WINDOW CLEANING
	Wall Washing and Mark Removal
	Damp Dust All Furniture
	Vacuum Along Baseboards and Stair Crevices
	Clean Ceiling Exhaust Fans, Intakes
	Clean Picture Glass, Mirrors, Accessories
	Grout Stain Removal and Heavy Mildew Treatment
	Damp Wipe Interior Closet Shelving
	Linen Change, Laundry Service
	Empty/Load Dishwasher/Hand Wash Dishes
	Oven Interior Cleaned (indicate if self-clean)
	Inside Refrigerator, Freezer
	Clean Grates Under Range Hood