



CLEANING CHECKLIST



All Rooms	Deep	Weekly/Bi-Weekly	Monthly	Move In/Out
Remove cobwebs	☒	☐	☒	☒
Empty trash	☒	☒	☒	☐
Sweep/vacuum floors (carpet+ hard surfaces)	☒	☒	☒	☒
Mop floors (hard surfaces)	☒	☒	☒	☒
Dust shelves	☒	☒	☒	☒
Dust blinds, windows, window sills	☒	☒	☒	☒
Wipe & clean mirrors	☒	☒	☒	☒
Wipe & clean light switches	☒	☒	☒	☒
Clean glass surfaces	☒	☐	☒	☒
Dust baseboards	☒	☐	☒	☒
Dust reachable ceiling fans & vents	☒	☐	☒	☒
Dust furniture/lamps	☒	☒	☒	☐
Kitchen	Deep	Weekly/Bi-Weekly	Monthly	Move In/Out
Inside/outside of microwave	☒	☒	☒	☒
oven Clean backsplash	☒	☒	☒	☒
Exterior of trash can	☒	☒	☒	☐
Outside of stove hood	☒	☒	☒	☒
Clean stovetop	☒	☒	☒	☒
Countertops	☒	☒	☒	☒
Clean sink & chrome	☒	☒	☒	☒
Exterior of cabinets & drawers	☒	☒	☒	☒
Pantry floor & door	☒	☒	☒	☒
Top of refrigerator	☒	☐	☒	☒
Tables and chairs	☒	☒	☒	☐
Outside of appliances	☒	☒	☒	☐
Bathrooms	Deep	Weekly/Bi-Weekly	Monthly	Move In/Out
Clean shower	☒	☒	☒	☒
Clean tub	☒	☒	☒	☒
Polish faucets	☒	☒	☒	☒
Clean sinks	☒	☒	☒	☒

Bathrooms	Deep	Weekly/Bi-Weekly	Monthly	Move In/Out
Clean toilet and toilet area	☒	☒	☒	☒
Clean counters	☒	☒	☒	☒
Dust ledges	☒	☒	☒	☒
Exterior of cabinets and drawers	☒	☒	☒	☒
Dust doors & door frames	☒	☐	☒	☒
Vacuum rugs	☒	☒	☒	☐
Bedrooms	Deep	Weekly/Bi-Weekly	Monthly	Move In/Out
Make beds (change linen if available)	☒	☒	☒	☐
Vacuum rugs	☒	☒	☒	☐
Exterior of cabinets and drawers	☒	☒	☒	☒
Dust ledges	☒	☒	☒	☒
Dust doors & door frames	☒	☐	☒	☒
Laundry Room	Deep	Weekly/Bi-Weekly	Monthly	Move In/Out
Dust and wipe the outside of washer & dryer	☒	☒	☒	☒
Clean sinks	☒	☒	☒	☒
Vacuum rugs	☒	☒	☒	☐
Countertops	☒	☒	☒	☒
Dust ledges	☒	☒	☒	☒
Dust doors & door frames	☒	☐	☒	☒
Dining Room	Deep	Weekly/Bi-Weekly	Monthly	Move In/Out
Dust ledges	☒	☒	☒	☒
Tables & chairs	☒	☒	☒	☐
Dust doors & door frames	☒	☐	☒	☒
Living Room	Deep	Weekly/Bi-Weekly	Monthly	Move In/Out
Dust ledges	☒	☒	☒	☒
Exterior of cabinets and drawers	☒	☒	☒	☒
Dust doors & door frames	☒	☐	☒	☒
Office	Deep	Weekly/Bi-Weekly	Monthly	Move In/Out
Dust ledges	☒	☒	☒	☒
Vacuum rugs	☒	☒	☒	☐
Exterior of cabinets & drawers	☒	☒	☒	☒
Dust doors & door frames	☒	☐	☒	☒

Extra services	Deep	Weekly/Bi-Weekly	Monthly	Move In/Out
Wash dishes	☐	☐	☐	☐
Wet wipe windows & blinds	☒	☐	☒	☒
Clean inside of oven	☐	☐	☐	☒
Clean inside of refrigerator	☐	☐	☐	☒
Clean interior of kitchen cabinets	☐	☐	☐	☒
Hand detail baseboards	☒	☐	☒	☒