



Customer Name: _____
 Service Date/Time: _____
 Team Leader: _____
 Cleaning Techs: _____

Residential Cleaning Checklist

Every Room - Every Time	
<input type="checkbox"/>	Remove dust and cobwebs from ceiling edges, crown molding and air vents
<input type="checkbox"/>	Remove dust and cobwebs from ceiling fans and light fixtures
<input type="checkbox"/>	Dust window blinds and sills (no plastics)
<input type="checkbox"/>	Dust door frames, window frames, and chair rails
<input type="checkbox"/>	Wipe all light switches, switch plates, doorknobs, & drawer pulls
<input type="checkbox"/>	Clean picture frames and glass, removing dust and fingerprints
<input type="checkbox"/>	Clean and buff all mirrors and glass
<input type="checkbox"/>	Dust shelves and knickknacks (intricate displays require additional time/fee)
<input type="checkbox"/>	Dust baseboards
<input type="checkbox"/>	Vacuum all carpets and area rugs
<input type="checkbox"/>	Vacuum and mop all hard flooring, including corners and edges
<input type="checkbox"/>	Empty trash container & replace bag
<input type="checkbox"/>	Special touches to bring joy (Decorative Fold Toilet Paper, Blankets, etc.)
Bathrooms	
<input type="checkbox"/>	Scrub and dry bathroom sink, faucet and vanity
<input type="checkbox"/>	Scrub and dry shower tile, grout, floor, faucet and glass door
<input type="checkbox"/>	Scrub and dry bathtub, jets, faucet, caulking and surrounds
<input type="checkbox"/>	Scrub and dry toilet inside and out, include the toilet base
<input type="checkbox"/>	Spot clean cabinet and drawer fronts
<input type="checkbox"/>	Polish towel racks, toilet paper holder and other hardware
Deep Clean Rotation Upgrade (Weekly & Biweekly Only)	
<input type="checkbox"/>	Wet wipe cabinets and drawer fronts
<input type="checkbox"/>	Wet wipe all doors, doorframes, windowsills and woodwork
<input type="checkbox"/>	Wet wipe baseboards
Move In/Move Out	
<input type="checkbox"/>	Clean inside all cabinets and drawers (must be empty)
<input type="checkbox"/>	Wet wipe all shelves

Living Areas	
<input type="checkbox"/>	Dust lamps, lamp shades, hanging lights, pictures, decor & shelves
<input type="checkbox"/>	Clean upholstered and leather couches and chairs
<input type="checkbox"/>	Dust hard furniture and chairs. Wet wipe tabletops
<input type="checkbox"/>	Tidy area, fold blankets, arrange pillows, etc.
<input type="checkbox"/>	Dry Dust TVs, Computers, and Other Technology
<input type="checkbox"/>	Make bed (tuck sheets, smooth blankets, arrange pillows)
<input type="checkbox"/>	Change bed linens, if left on bed (additional time/fee per bed)
Deep Clean Rotation Upgrade (Weekly & Biweekly Only)	
<input type="checkbox"/>	Wet wipe all doors, doorframes, windowsills and woodwork
<input type="checkbox"/>	Wet wipe baseboards
Kitchens	
<input type="checkbox"/>	Scrub and polish stove top, grates, drip pans, control panel, and door front
<input type="checkbox"/>	Scrub and polish oven hood
<input type="checkbox"/>	Clean inside and outside of microwave
<input type="checkbox"/>	Clean and polish front, top, and interior doorframe of refrigerator
<input type="checkbox"/>	Scrub sink and polish faucet fixtures (10+ dishes require additional time / fee)
<input type="checkbox"/>	Wet wipe front of dishwasher
<input type="checkbox"/>	Wet wipe counters and backsplash (move & clean everything)
<input type="checkbox"/>	Clean spots & fingerprints from all cabinets, handles & drawers
<input type="checkbox"/>	Wet wipe table and chairs
Deep Clean Rotation Upgrade (Weekly & Biweekly Only)	
<input type="checkbox"/>	Spot clean inside of refrigerator (nothing removed)
<input type="checkbox"/>	Wet wipe cabinets and drawer fronts
<input type="checkbox"/>	Wet wipe all doors, doorframes, windowsills and woodwork
<input type="checkbox"/>	Wet wipe baseboards
Move In/Out & Add-Ons	
<input type="checkbox"/>	Clean inside empty refrigerator (must be empty and turned off)
<input type="checkbox"/>	Clean inside all cabinets and drawers (must be empty)
<input type="checkbox"/>	Deep clean inside oven (if self cleaning, must be started night before)
<input type="checkbox"/>	Deep clean inside full refrigerator (remove and replace everything)