



Cleaning Checklist

Client Name _____ Date _____

Client Phone # _____

✓ Living Room	✓ Bathrooms
Pick up & Straighten	Remove all Trash
Fold any Blankets	Clean Mirrors
Top to Bottom Dusting	Clean Sink and Counter
Vaccum Furniture	Clean Toilet
Check Room for Cobwebs	Clean & Shine Shower
Vacuum/Sweep/Mop	Clean & Shine Tub
	Clean Switch Plates
	Clean Light Fixtures
	Clean Soap Dish
✓ Kitchen	
Top to Bottom Dusting	Wipe Cabinets
Wipe Down Couter Tops	Vaccum/Sweep/Mop
Wipe Down Cabinets	Remove Any Cobwebs
Wipe Down Appliances	
Clean Stove Top	
	✓ Bedrooms
Clean Inside Microwave	Top to Bottom Dusting
Clean Inside of Sink	Make Beds/Change Sheets
Wipe Back Splash	Remove Any Cobwebs
Take Out Trash	Wipe Down Windows
Vacuum	Vacuum/Sweep/Mop
Sweep and Mop Floors	
Clean Light Switches	
Clean any Countertop Appl	
Remove Any Cobwebs	

Top to Bottom Dusting Includes
Open Shelves
Ceiling Fans
Air Vents
Baseboards
Window Sills
Blinds
Lamp Shades
Picture Frames

Extras
Laundry / Putting Away
Inside of Oven
Inside of Refrigerator
Spot Removal

SPECIAL INSTRUCTIONS