

# CLEANING CHECKLIST

## KITCHEN

<input type="checkbox"/> <b>Refrigerator</b>	Clean and sanitize interior and exterior. Unplug refrigerator and pull away from the wall. Clean areas underneath and behind. If unplugged, keep doors open. After cleaning, re-plug the refrigerator and leave it running with the door closed.
<input type="checkbox"/> <b>Stove</b>	Clean and sanitize under burners, controls, rings, drip pans, and stove top. Wipe down front and sides of range. Exhaust fan must be clean and grease free. Replace drip pans and burners when done cleaning.
<input type="checkbox"/> <b>Oven</b>	Clean and sanitize interior, exterior, and racks. Clean under controls and heating elements. Replace heating elements and racks when done cleaning.
<input type="checkbox"/> <b>Microwave</b>	Clean and sanitize interior and exterior. If unit is microwave/stove hood, it must be clean and free of grease.
<input type="checkbox"/> <b>Dishwasher</b>	Clean and sanitize interior and exterior.
<input type="checkbox"/> <b>Appliances</b>	Clean and sanitize interior and exterior. Pull out and clean floors underneath and walls behind.
<input type="checkbox"/> <b>Light Fixtures</b>	Dust and clean.
<input type="checkbox"/> <b>Wall Plates</b>	Clean or replace all light switch and outlet cover plates.
<input type="checkbox"/> <b>Walls</b>	Dust and clean as needed.
<input type="checkbox"/> <b>Blinds</b>	Dust and clean without causing damage. Blinds should be dust and grease free.
<input type="checkbox"/> <b>Windows</b>	Clean inside glass, window tracks, and sills.
<input type="checkbox"/> <b>Doors</b>	Wipe down and clean all doors, door handles, and door trim.
<input type="checkbox"/> <b>Baseboards</b>	Wipe down and clean.
<input type="checkbox"/> <b>Cupboards</b>	Wipe out and clean.
<input type="checkbox"/> <b>Drawers</b>	Wipe out and clean.
<input type="checkbox"/> <b>Shelves</b>	Wipe off and clean.
<input type="checkbox"/> <b>Cabinets</b>	Clean inside and out. Wipe down and clean cabinet faces. Cabinet faces should be free of dust and grease.
<input type="checkbox"/> <b>Pantry</b>	Wipe down and clean shelves, baseboards, trim, door, and door handle.
<input type="checkbox"/> <b>Counters</b>	Clean and sanitize countertops and backsplash.
<input type="checkbox"/> <b>Sink</b>	Scour Sinks and remove all stains. Disposal should be clean and in working order.
<input type="checkbox"/> <b>Floors</b>	Vacuum carpets. Sweep and mop linoleum, tile, or laminate.

## LIVING/FAMILY ROOM

<input type="checkbox"/> <b>Light Fixtures</b>	Dust and clean.
<input type="checkbox"/> <b>Wall Plates</b>	Clean or replace all light switch and outlet cover plates.
<input type="checkbox"/> <b>Walls</b>	Dust and clean as needed.
<input type="checkbox"/> <b>Mirrors</b>	Dust and clean.
<input type="checkbox"/> <b>Blinds</b>	Dust and clean without causing damage. Blinds should be dust and grease free.
<input type="checkbox"/> <b>Windows</b>	Clean inside glass, window tracks, and sills.
<input type="checkbox"/> <b>Shelves</b>	Wipe off and clean.
<input type="checkbox"/> <b>Doors</b>	Wipe down and clean all doors, door handles, and door trim.
<input type="checkbox"/> <b>Baseboards</b>	Wipe down and clean all baseboards and door trim.
<input type="checkbox"/> <b>Closets</b>	Dust and clean shelves, doors, door knobs, baseboards, and trim.
<input type="checkbox"/> <b>Floors</b>	Vacuum carpets. Sweep and mop linoleum, tile, or laminate.

## BATHROOMS

<input type="checkbox"/> <b>Tub/Shower</b>	Bathtub and shower must be scoured to remove any rings, soap build up, hard water marks, and mildew. Sides of the tub enclosure and shower must be clean and free of any soap build up. (Spray foam bathroom cleaner works well)
<input type="checkbox"/> <b>Toilet</b>	Toilet bowl must be scoured and cleaned with a disinfectant. The outside of the bowl, including the seat, rim, tank, and base must be clean and disinfected. (An old toothbrush works well along the bolts and base of the toilet fixture)
<input type="checkbox"/> <b>Closets</b>	Dust and clean shelves, doors, door knobs, baseboards, and trim.
<input type="checkbox"/> <b>Vanity</b>	Clean interior and exterior. Wipe down and clean cabinet faces and drawers. Clean and sanitize counter tops.
<input type="checkbox"/> <b>Medicine Cabinet</b>	Dust and clean interior and exterior.
<input type="checkbox"/> <b>Light Fixtures</b>	Dust and clean.
<input type="checkbox"/> <b>Wall Plates</b>	Clean or replace all light switch and outlet cover plates.
<input type="checkbox"/> <b>Walls</b>	Dust and clean as needed.
<input type="checkbox"/> <b>Mirror</b>	Dust and clean.
<input type="checkbox"/> <b>Blinds</b>	Dust and clean without causing damage. Blinds should be dust and grease free.
<input type="checkbox"/> <b>Windows</b>	Clean inside glass, window tracks, and sills.
<input type="checkbox"/> <b>Doors</b>	Wipe down and clean all doors, door handles, and door trim.
<input type="checkbox"/> <b>Baseboards</b>	Wipe down and clean.
<input type="checkbox"/> <b>Shelves</b>	Wipe off and clean.
<input type="checkbox"/> <b>Sink</b>	Scour Sinks and remove all stains.
<input type="checkbox"/> <b>Floors</b>	Vacuum carpets. Sweep and mop linoleum, tile, or laminate.

## BEDROOMS

<input type="checkbox"/> <b>Light Fixtures</b>	Dust and clean.
<input type="checkbox"/> <b>Wall Plates</b>	Clean or replace all light switch and outlet cover plates.
<input type="checkbox"/> <b>Walls</b>	Dust and clean as needed.
<input type="checkbox"/> <b>Mirrors</b>	Dust and clean.
<input type="checkbox"/> <b>Blinds</b>	Dust and clean without causing damage. Blinds should be dust and grease free.
<input type="checkbox"/> <b>Windows</b>	Clean inside glass, window tracks, and sills.
<input type="checkbox"/> <b>Shelves</b>	Wipe off and clean.
<input type="checkbox"/> <b>Doors</b>	Wipe down and clean all doors, door handles, and door trim.
<input type="checkbox"/> <b>Baseboards</b>	Wipe down and clean all baseboards and door trim.
<input type="checkbox"/> <b>Closets</b>	Dust and clean shelves, doors, door knobs, baseboards, and trim.
<input type="checkbox"/> <b>Floors</b>	Vacuum carpets. Sweep and mop linoleum, tile, or laminate.

## EXTERIOR

<input type="checkbox"/> <b>Porch</b>	Sweep or blow off dirt and clear all cobwebs.
<input type="checkbox"/> <b>Deck</b>	Sweep or blow off dirt and clear all cobwebs.
<input type="checkbox"/> <b>Yard</b>	Pick up and remove any trash, debris, and animal waste from yard.
<input type="checkbox"/> <b>Doors</b>	Clean and wipe down exterior doors.

## GARAGE/CARPORT

<input type="checkbox"/> <b>Windows</b>	Clean inside glass, window tracks, and sills.
<input type="checkbox"/> <b>Shelves</b>	Dust and clean all shelves and cabinets.
<input type="checkbox"/> <b>Wall Plates</b>	Clean or replace all light switch and outlet cover plates.
<input type="checkbox"/> <b>Doors</b>	Clean and wipe down door and door handle.
<input type="checkbox"/> <b>General</b>	Sweep or blow out any dirt, cobwebs, and leaves.

## GENERAL

<input type="checkbox"/> <b>Light Bulbs</b>	Install new bulbs if they are missing or burned out.
<input type="checkbox"/> <b>Light Fixtures</b>	Dust and clean.
<input type="checkbox"/> <b>Ceiling Fans</b>	Dust and clean.
<input type="checkbox"/> <b>Walls</b>	Dust and clean as needed.
<input type="checkbox"/> <b>Mirrors</b>	Dust and clean.
<input type="checkbox"/> <b>Blinds</b>	Dust and clean without causing damage. Blinds should be dust and grease free.
<input type="checkbox"/> <b>Windows</b>	Clean inside glass, window tracks, and sills.
<input type="checkbox"/> <b>Shelves</b>	Wipe off and clean.
<input type="checkbox"/> <b>Doors</b>	Wipe down and clean all doors, door handles, and door trim.
<input type="checkbox"/> <b>Sliding Glass Doors</b>	Wash glass and clean trim and door tracks.
<input type="checkbox"/> <b>Baseboards</b>	Wipe down and clean all baseboards and door trim.
<input type="checkbox"/> <b>Closets</b>	Dust and clean shelves, doors, door knobs, baseboards, and trim.
<input type="checkbox"/> <b>Floors</b>	Vacuum carpets. Sweep and mop linoleum, tile, or laminate.
<input type="checkbox"/> <b>Trash</b>	Remove all trash, debris, and personal items.
<input type="checkbox"/> <b>Thermostat</b>	Set at 55 degrees (between October and April) and turn off in summer.
<input type="checkbox"/> <b>Water</b>	Turn off the water at main in house and drain the lines by running faucets and flushing toilets.