

## Cleaning Checklist

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### Entry

- Clean off all cobwebs is any
- Wash off entry steps outside
- Clean front door front and back. (Painting recommend)
- Screen door cleaned front and back

### Bathrooms

- Toilet – (Put sanitary strip around after cleaning)
- Vanity sinks (polish fixtures- no spots) (remove hard water stains around fixture) and faucets need to be straight
- Inside Medicine Cabinet (Clean or paint)
- Inside Cabinets and Drawers
- Baseboards
- Tub-Shower (Polish fixtures-no spots) (remove build-up on shower walls/tub surface and scrub)
- Shower doors and tracks
- Mop Floor
- Mirrors - (No streaks)
- Light Fixtures including bulbs

### Kitchen

- Stove Top – Clean of all grease
- Stove under burners and Broiler in Stove
- Counters and grout on counter tops - Bleach if needed
- Stove Hood underneath and clean filter or replace and add cost to cleaning for filter
- Clean Microwave – inside and out and vent
- Cabinets (remove grease/dirt build-up, rinse ext. w/ Murphy soap. Inside and out Remove trash and damp wipe interior)
- Clean under sink
- Clean Dishwasher (include rim area)
- Sinks – (polish fixtures)

### Baseboards

- All Rooms wipe down

### Mini or Faux-Blinds

- Wash Blinds
- Wipe down with damp cloth
- Remove and replace blinds

### Light Fixtures

- Wash all globes and fans (if any)
- Remove and replace any if broken
- Clean light bulbs

### Windows

- Wash windows inside & out (first and second stories (No Streaks)
- Wipe down window sills
- Clean Screens inside and out

### Walls

- Wash all walls as needed if minor. Minor is considered anything under 30 min in the entire property
- Wipe down all light switch plates and electrical sockets

### Garage

- Wash off outside gar door
- Spot clean with cleanser
- Scrub floor inside (if needed)
- Wash down and rinse out garage floor

### Fireplace

- Clean and haul away excess debris
- Wash and wipe down glass if any
- Wash and wipe down fireplace screen both sides

### Doors

- Wash all doors if minor. Minor is considered walls and doors under 30 minutes for the entire property

**Carpets/Tile/Laminated or Wood Floors**

- Each room and stairs cleaned (It's a requirement that a deodorizer solution is put in carpet solution-cinnamon scent recommended)
- Clean tile grout as needed entry, etc.

**Air Fresheners**

- Install diffusers in Kitchen and Bathrooms

**Other**

- All slider door runners must be cleaned professionally.

When completed make one last walk of the property check off the check off list and pick up and rags or items you left.

**Management One- CLEANING PRICES**

0 – 1,000 square feet.....	\$395.00
1,001 –2,000 square feet.....	\$495.00
2,001– 3,500 square feet.....	\$595.00
3,501+ square feet.....	\$695.00

Property Address \_\_\_\_\_

_____	_____
Cleaning Company Signature	Date

_____	_____
Gen Contractors Signature	Date