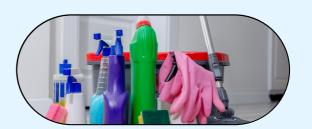
# **CLEANING CHECKLIST**



	KITCHEN & DINING AREA	LIVING ROOM
00000000	Clean countertops Wipe down cabinets and drawers Clean sink and faucet Stove: clean top, front, and inside Oven: clean inside and outside Microwave: clean inside and outside Refrigerator: clean outside and inside Dishwasher: clean outside and inside Sweep and mop floor	<ul> <li>Dust surfaces (tables, shelves, etc.)</li> <li>Vacuum or sweep floors</li> <li>Clean windowsills</li> <li>Dust blinds or curtains</li> <li>Dust light fixtures</li> <li>Clean baseboards</li> <li>Vacuum upholstery (sofas, chairs)</li> <li>Clean ceiling fans</li> <li>Fluff and arrange cushions</li> </ul>
	MASTER BATHROOM	MASTER BEDROOM
0 0 00	Clean toilets (including bowl, seat and base) Scrub shower/tub (including tiles, grout, and showerhead) Clean sink and faucet Wipe down mirrors	<ul><li>Dust surfaces</li><li>Vacuum or sweep floors</li><li>Dust blinds or curtains</li><li>Clean baseboards</li><li>Make bed</li></ul>
0000	Clean light fixtures Clean counters, cabinets Sweep and mop floor Check exhaust fan	LAUNDRY 1/2
0000	Clean walls and baseboards Empty trash can Change towels	<ul><li>Clean washer and dryer</li><li>Vacuum or sweep floors</li><li>Organize and straighten items</li></ul>

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## **CLEANING CHECKLIST**



## LAUNDRY 2/2

- Clean countertops
- Wipe down cabinets and drawers
- Clean sink and faucet
- Check and refill laundry supplies
- Empty trash can and replace the bag

### HOME OFFICE

- Dust surfaces (tables, shelves, etc.)
- Vacuum or sweep floors
- Clean windowsills
- O Dust blinds or curtains
- Clean baseboards

### **BATHROOM**

- Oclean toilets (including bowl, seat, and base)
- Scrub shower/tub (including tiles, grout, and showerhead)
- Clean sink and faucet
- Wipe down mirrors
- Sweep and mop floor

### **MISCELLANEOUS**

- O Clean windows and window tracks
- O Dust light fixtures
- Clean door knobs and switch plates
- O Vacuum carpets and rugs
- O Dust and clean electronics
- O Dust decorative items

### FINAL CHECK

- Check all rooms for missed spots
- Ensure that all trash has been removed from the premises
- Confirm that all appliances and fixtures are in their original place



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