



Cleaning Checklist

Basic Cleaning/Maintenance Cleaning

(This list is intended for recurring maintenance cleaning) If this is a first time clean we may still work from this list but additional time to complete these tasks could incur additional fees) All first time cleans are completed on an hourly charge to ensure homes are brought to a maintainable level. Maintenance cleaning is a flat rate and can be scheduled on a; monthly, bi-weekly or weekly basis.)

All areas

- Dust surfaces
- Dust and hand wipe furniture tops
- Dry Dust baseboards, chair rails, and door panels
- Dust ceiling fans (within reach, we do have a 6 foot extension pole but no ladders)
- Vacuum carpets
- Vacuum and mop hard floors
- Dust blinds, window sills, and lock ledges
- Dust furniture
- Dust pictures frames
- Dust lamp and lamp shades
- Dust and clean mirrors
- Empty all trash (New liners not provided)
- Dust chair rails, cabinets, door panels, and baseboards
- Dust top of refrigerator
- Clean and disinfect countertops
- Clean and disinfect door knobs and switch plates
- Clean and disinfect sink
- Clean and disinfect microwave inside and out
- Clean and shine outside of oven and top of range
- Clean, and shine outside of dishwasher
- Clean, and shine outside of refrigerator
- Fold kitchen towels
- Clean kitchen table
- Vacuum and damp mop floors
- Empty trash (New liners not provided)

Bathrooms

- Dust surfaces
- Dust blinds, window sills, and lock ledges
- Dust cabinets, door panels, and baseboards
- Clean surfaces
- Clean and shine showers and tubs
- Clean and disinfect toilets inside and out
- Clean and disinfect door knobs and switch plates
- Shine fixtures
- Fold towels
- Vacuum and damp mop floors
- Empty trash

Bedrooms

- Dust surfaces
- Dust and hand wipe furniture tops
- Dust furniture
- Dust baseboards, chair rails, and door panels
- Dust blinds, window sills, and lock ledges
- Vacuum carpets
- Vacuum and damp mop floors (if non-carpet)

Kitchen

- Dust surfaces
- Dust blinds, window sills, and lock ledges

Spring/Deep cleaning

Everything included in the regular cleaning plus:

- Damp wipe baseboards
- Damp wipe door panels and frames
- Vacuum upholstered furniture
- Remove cobwebs
- Damp wipe kitchen and bathroom cabinet fronts

- Vacuum under furniture where possible (we are not able to move heavy items)

- Edge carpet

- Clean Inside of Refrigerator

- Clean inside of Oven

- Spot Clean Walls (Not intended to replace the need for painting but obvious marks will be removed if possible.

Everything included in the regular cleaning plus:

- Damp wipe baseboards
- Damp wipe door panels and frames
- Remove cobwebs
- Damp wipe kitchen and bathroom cabinet fronts

- Edge carpet

- Clean Inside of Refrigerator

- Clean inside of Oven

- Spot Clean Walls (Not intended to replace the need for painting but obvious marks will be removed if possible.

Move-in/out cleaning

Optional Add-on Services- Please note these are not included in our normal cleaning and prices vary. Please speak with an administrator for pricing and availability

- Clean and shine indoor window glass and window tracks

- Carpet Cleaning (Please note we do not have a truck mounted system) Our cleaner is commercial grade but it is our recommendation that clients with carpets that are heavily soiled seek a carpet cleaning company specifically.

- Organizing Services Consultations/Recommendations and or Hourly Organizing Assistance is a great way to reclaim space in your home.

