



## General Cleaning

### Kitchen

1. Cobwebbing and Dusting (Vents in ceiling/walls/floors, baseboards, furniture, corners, ceiling fans, lighting fixtures, etc)
2. Window Ledges/Sills
3. Stove Top/Door and Exterior of Stove and Backsplash above stove
4. Exterior of Refrigerator
5. Microwave Inside/Out
6. Exterior of All Cabinets
7. Countertops and sink to be cleaned (along with Backsplash)
8. Dishes (confirm with client prior)
9. Shelves throughout Kitchen (Lift items and dust/wipe shelves)
10. Baseboards (Dusting only)
11. Ceiling Fan/s if ANY to be dusted
12. Empty Trash Can
13. Floors (Sweep, Mop or Vacuum)

### Dining Room

1. Cobwebbing and Dusting (Vents in ceiling/walls/floors, corners, ceiling fans, lighting fixtures, etc)
2. Window Ledges/Sills and Blind dusted
3. Dinner Table (Lift tablecloth/cover and wipe entire table and then replace items) including legs where possible
4. Dining Chairs including legs
5. Wall/Standing Shelves, wipe all shelf, lift items, wipe shelves entirely and replace items
6. Cobwebbing and Dusting
7. Baseboards (dust/wipe with cleaner and cloth)
8. Empty Trash Can
9. Floors (Sweep, Mop, Vacuum)



## **Living Room**

1. Cobwebbing and Dusting (Vents in ceiling/walls/floors, corners, ceiling fans, lighting fixtures, etc)
2. Window Ledges/Sills and Blind dusted
3. Furniture (tables, shelves, couches, chairs, coffee tables, nightstands, etc.) to be dusted/cleaned/polished/vacuumed
4. Baseboards to be dusted or cleaned
5. Couches/Love Seats and chairs to be cleaned (vacuumed/wiped/lint roller)
6. Empty Trash Can
7. Floors (Sweep/ Mop/Vacuum)

## **Bedroom**

1. Cobwebbing and Dusting (Vents in ceiling/walls/floors, corners, ceiling fans, lighting fixtures, etc)
2. Window Ledges/Sills and Blind dusted
3. Furniture and Closet Doors to be dusted
4. Baseboards will be Dusted
5. Beds are made, with the provision of linen (Must confirm with client prior if it's something they need done.)
6. Empty Trash Can
7. Floors (Sweep/Vacuuming/Mopping) and floor underneath bed and dresser

## **Bathrooms**

1. Cobwebbing and Dusting (Vents in ceiling/walls/floors, corners, ceiling fans, lighting fixtures, etc.)
2. Window Ledges/Sills and Blinds dusted
3. Mirrors Cleaned
4. Faucet/Vanity/Face Basin
5. Cabinets (exterior surfaces)
6. Shower (Tub Surround, shelves, glass doors, tub/shower floor)
7. Toilet (Bowl, Seats and cover, tank)
8. Baseboards (include baseboard heat) dusted
9. Empty Trash Can
10. Floors (sweep/mop)