

# THE DUST DETAIL RESIDENTIAL CLEANING

## CLEANING PRIORITIES CHECKLIST

Please indicate your preferred cleaning tasks for each room by numbering them in order of priority, from the most important (#1) to the least important. Use "N/A" for tasks you do not want completed in a specific area. If you have additional cleaning requests not listed in the standard tasks available in the column of the desired room, please take a look at the "Special Request" section at the bottom left corner. You do not need to "prioritize" extras. As they add an additional fee, these will be completed with all high priority areas in the applicable room that the special requested service typically occurs in. Remember to prioritize the additional pages for Bathroom # 2 & # 3 and Bedroom #2, #3 #4.

Client Name		Cleaning Address:		(Area Code)	Client Primary Contact #	
[Client Only]	[Client Only]	[Cleaner Only]	[Client Only]	[Client Only]	[Cleaner Only]	
AVAILABLE CLEANING OPTIONS; only number the tasks you are requesting	# from high to low priority	Check off as completed	AVAILABLE CLEANING OPTIONS; only number the tasks you are requesting	# from high to low priority	Check off as completed	
Living Room & Hall/Entryways			Kitchen			
Clean baseboards (wipe or wash)			Clean Baseboards (wipe or wash)			
Clean Doors, Doorjambes & Doorframes			Wipe Doors, Doorjambes & Doorframes			
Clean Windows/Sashes/Sills			Clean Interior Windows/Sashes/Sills			
Clean Decor, Mirrors & Picture Frames			Clean Interior/Exterior Microwave			
Polish/Clean Furniture & Flat Surfaces			Clean Stovetop, Range Hood Vent			
Polish Woodwork (including handrails)			Clean Exterior Cabinet Doors/Drawers			
Sweep/Vacuum/Mop All Flooring			Clean Exterior Fridge, Dishwasher, Oven			
Vacuum Upholstered Furnishings			Clean All Surfaces/Seating/Backsplash			
Clean Fans, Light Fixtures, Vent Covers			Sanitize Sink & Shine Fixtures			
Wipe Down Lightswitches & Outlets			Sweep/Vacuum/Wash All Flooring			
Dining Room / Back Patio Door			Clean Lightswitches/Outlet Covers			
Baseboards Cleaned (wipe or wash)			Bathroom & En-Suite (Primary Bathroom)			
Clean Doors, Doorjambes & Doorframes			Clean Baseboards (wipe or wash)			
Clean Windows, Sashes & Sills			Wipe Doors, Doorjambes & Doorframes			
Clean Decor, Mirrors & Picture Frames			Clean Interior Windows/Sashes/Sills			
Clean Dining Table/Chairs (Incl. Legs!)			Clean Vent Covers, Fans & Lights			
Clean Place Settings/Centerpieces			Clean & Shine Sink, Mirrors & Chrome			
Vacuum Chair Pads or Cushions			Scrub & Sanitize Bathtub, Tile & Grout			
Clean Fans, Light Fixtures & Vent Covers			Scrub & Sanitize Shower, Tile & Grout			
Wipe Down Lightswitches & Outlets			Clean Toilet, Inside/Out/Surrounding			
Sweep/Vacuum/Mop All Flooring			Clean Surfaces and Cabinet Faces			
Clean Sliding Glass Door & Tracks			Sweep/Vacuum/Mop All Flooring			
Special Requests [ Check Only To Select; Do Not # priorities. ]			Clean Lightswitches & Outlet Covers			
Clean Interior Oven			Bedroom (Master Bedroom)			
Clean Interior Refrigerator			Clean Baseboards (wipe or wash)			
Clean Interior Cabinets (Kitchen)			Wipe Doors, Doorjambes & Doorframes			
Clean Interior Cabinets (Bathroom)			Clean Window/Sashes/Sills			
Wash/Clean Stains/Spots From Walls			Clean Ceiling Fan, Light Fixture,Lamps			
Laundry- Priced Per Load, On-Site			Dust/Clean Decor & Picture Frames			
Dishwashing/Load Dishwasher-Per load			Clean Horizontal Surfaces & Mirrors			
Excessive Pet Hair Removal			Change Sheets & Make Up Bed			
Sweep Patio/Porch & Wipe Furniture			Wipe Lightswitches & Outlet Covers			
Sanitize All High Contact Surfaces			Sweep/Vacuum/Mop All Floors			
Heavy Soap Scum Buildup (Bathrooms)			Clean Blinds/Shutters/Curtains			