

Inspection Date:

Building:

Room:

Inspected By:

Total Score:

___ / 27

| Line Item | 3 - Excellent | 2 - Acceptable | 1 - Poor |
|----------------------------------|--------------------------------------------------------------------|--------------------------------------------------------------------------------------|----------------------------------------------------------------|
| Floors | Cleaned to a shine or freshly vacuumed. No debris. | Surface clean, but with light buildup or spots that require deeper cleaning. | Obvious debris, buildup, scuffs, or dust. Corners not cleaned. |
| Baseboards | Clean with no dust or buildup. | No spills or need for spot cleaning, but dusty. | Dingy, with buildup, spills, or thick dust. |
| Light Fixtures | Clean, dust-free, and working. No fingerprints on light switches. | Some dust upon close inspection. | Dust or bugs not cleaned out, or lights burned out |
| Windows | Clean and streak-free. | Clean, but with some smudges or fingerprints. | Build-up of dirt, smudging, or fingerprints. |
| Walls | No dust, dirt, or need for spot cleaning. | Some dust or need for spot cleaning up close. | Obvious marks, cleanable scuffs, or dust/cobwebs. |
| Doors | Freshly cleaned, with shining knobs and no buildup in door jambs. | Freshly cleaned, with shining knobs but some buildup in door jambs or crevices. | Obvious buildup on surface of door and doorknob. |
| Tables | Wiped down and free of smudges. | Wiped down, but could be cleaner with more scrubbing. | Not clean, with obvious debris or spills. |
| Other horizontal surfaces | Clean, tidy, and dusted. | Some dust or minor debris, but clean. | Obvious debris, dust, and fingerprints. |
| Trash | Freshly changed with only recent trash. Clean exterior. No smells. | Trash was emptied, but the can has spots or spills that could be cleaned. No smells. | Trash overflowing, or the can has a bad smell or spills. |

Notes and immediate action items:

Signature: _____

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