

# IMMACULATE CLEANING SERVICES, LLC

**Legend: black lettering is basic cleaning; red is more intensive & blue is even more**

## **KITCHEN**

- ☐ Scrub cupboards doors inside and outside
- ☐ Clean under cabinets where kickboard is (spiders favorite spot)
- ☐ Wipe cobwebs along ceiling
- ☐ Scrub walls, baseboards and smudge marks off doors
- ☐ Clean stove top
- ☐ Clean oven
- ☐ Clean outside oven door
- ☐ Pull stove away from wall and scrub floor underneath and stove sides/back
- ☐ Pull out frig and clean floor, sides and top of frig,
- ☐ Vacuum throughout
- ☐ Scrub floor on hands and knees
- ☐ Using a dust pole, clean underneath and behind all furniture
- ☐ If open shelving is present, clear off, wipe down and put items back in place
- ☐ **Empty, wipe shelves & organize cupboards**
- ☐ **Empty and wipe down each item in frig, clean shelves etc and organize**
- ☐ **Empty freezer, wipe down all parts and organize contents**
- ☐ **Thoroughly clean tops of all cupboards (generally requires a lot of elbow grease)**
- ☐ **Wash windows and wipe down screens**

## **LIVING ROOM/ DINING/ DEN/ OTHER LIVING AREAS**

- |  |   |
|--|---|
| <input type="checkbox"/> Wipe cobwebs along ceiling          | <input type="checkbox"/> LR <input type="checkbox"/> DR <input type="checkbox"/> Den <input type="checkbox"/> Halls <input type="checkbox"/> All bedrooms |
| <input type="checkbox"/> Wipe windowsills, baseboards, doors | <input type="checkbox"/> LR <input type="checkbox"/> DR <input type="checkbox"/> Den <input type="checkbox"/> Halls <input type="checkbox"/> All bedrooms |
| <input type="checkbox"/> Clean bookshelves                   | <input type="checkbox"/> LR <input type="checkbox"/> DR <input type="checkbox"/> Den <input type="checkbox"/> Halls <input type="checkbox"/> All bedrooms |
| <input type="checkbox"/> Clean ceiling fans                  | <input type="checkbox"/> LR <input type="checkbox"/> DR <input type="checkbox"/> Den <input type="checkbox"/> Halls <input type="checkbox"/> All bedrooms |

## IMMACULATE CLEANING SERVICES, LLC

☐ Pull dust behind/underneath furniture ☐ LR ☐ DR ☐ Den ☐ Halls ☐ All bedrooms

☐ Wipe down curtains/drapes/rods ☐ LR ☐ DR ☐ Den ☐ Halls ☐ All bedrooms

☐ Vacuum throughout ☐ LR ☐ DR ☐ Den ☐ Halls ☐ All bedrooms

☐ Mop bare floors ☐ LR ☐ DR ☐ Den ☐ Halls ☐ All bedrooms

☐ **Roll area rugs and both sides of rug and pad and floor underneath** \_\_\_\_\_

☐ **Wash windows and wipe down screens** ☐ LR ☐ DR ☐ Den ☐ Halls ☐ All bedrooms

### **OTHER AREAS – GARAGE**

☐ Vacuum throughout

☐ **Organize**

### **OTHER AREAS – CLOSETS**

☐ Clean off shelves, wipe surfaces and organize

- Please specify which closets: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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