

CLASSY CLEANING SERVICE LL: CLEANING CHECKLIST

<i>Area / Task</i>	<i>Recurring Service</i>	<i>Deep Cleaning</i>	<i>Move Cleaning</i>
KITCHEN			
<i>Clean Countertops</i>	Yes	Yes	Yes
<i>Dust countertop items</i>	Yes	Yes	N/A
<i>Clean appliances; polish stainless</i>	Yes	Yes	Yes
<i>Clean oven interior</i>	—	—	Yes
<i>Clean refrigerator/freezer interior</i>	—	—	Yes
<i>Spot clean cabinet fronts</i>	Yes	—	—
<i>Wash cabinet fronts</i>	—	Yes	Yes
<i>Clean inside cabinets & drawers</i>	—	—	Yes
<i>Clean sink and polish fixtures</i>	Yes	Yes	Yes
<i>Inside/outside microwave</i>	Yes	Yes	Yes
<i>Clean back and seat of chairs</i>	—	Yes	N/A
BATHROOMS			
<i>Scrub tub/shower; polish fixtures</i>	Yes	Yes	Yes
<i>Clean countertops</i>	Yes	Yes	Yes
<i>Clean inside cabinets & drawers</i>	—	—	Yes
<i>Spot clean cabinets fronts</i>	Yes	—	—
<i>Wash cabinet fronts</i>	—	Yes	Yes
<i>Clean sink and polish fixtures</i>	Yes	Yes	Yes
<i>Clean mirrors</i>	Yes	Yes	Yes
<i>Sanitize toilet</i>	Yes	Yes	Yes
BEDROOMS			
<i>Change linens-Make beds</i>	—/Yes	—/Yes	N/A
ALL ROOMS, HALLS, & STAIRWAYS			
<i>Remove cobwebs</i>	Yes	Yes	Yes
<i>Dust all ceiling fans and light fixtures</i>	Rotation (w,b)	Yes	Yes
<i>Wipe all ceiling fans and light fixtures</i>	—	—	Yes
<i>Dust wall art</i>	Rotation (w,b)	Yes	N/A
<i>Dust knick-knacks and lamps</i>	Yes	Yes	N/A
<i>Dust furniture; polish wood furniture</i>	Yes	Yes	N/A
<i>Dust blinds</i>	Rotation (w,b)	Yes	Yes
<i>Wipe blinds slat by slat (cheaper to replace)</i>	N/A	N/A	N/A
<i>Dust windowsills/ledges/frames</i>	Rotation (w,b)	Yes	Yes
<i>Wash windowsills and frames</i>	—	—	Yes
<i>Dust doors and door frames</i>	—	Yes	Yes
<i>Wash doors and door frames</i>	—	Yes	Yes
<i>Dust Baseboards</i>	—	Yes	Yes

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<i>Wash Baseboards</i>	—	Yes	Yes
<i>Empty trash and reline trash cans</i>	Yes	Yes	N/A
<i>Interior window cleaning</i>	—	—	Yes
<i>Vacuum floors</i>	Yes	Yes	Yes
<i>Mop hard-surface floors</i>	Yes	Yes	Yes
<i>Wash window ledges</i>	—	Yes	Yes
<i>Wash outlets/switches/doorknobs</i>	—	Yes	Yes