



END OF LEASE SERVICE INCLUSIONS CHECK LIST

Client Name

Contact Number

Address To Be Serviced

Kitchen

- Remove visible cobwebs
- Remove exhaust fan covers, clean fan and then replace
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Remove drain covers in sinks where possible to clean out any food scraps and build up
- Clean sink edging and all crevices
- Clean and polish sink, taps and water spouts
- Clean inside of pantry including all shelves and drawers
- Clean top, back and front of pantry doors including handles
- Open and clean inside all cupboards, shelves and drawers
- Clean top, back and front of all cupboard doors including handles
- Wipe down all surface areas and splashbacks
- Clean all walls in the nook where the fridge was placed
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

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Dishwasher

- Remove filter and cutlery trays to wash, clean inside including all racks and rubbers, clean and polish the door and handles.
- Not serviced or no dishwasher at the property

Oven

- Surface clean only of stove top, rangehood and oven front. No scrubbing or stain removal.
- Interior Oven Service
 - Gentle scrub of the interior, removal of grease, grime and carbon deposits from the inside, oven racks soaked and cleaned, clean and polish of exterior knobs, handles and glass displays, polish oven door.
- Stove Top Service
 - Deep surface scrub, soaking of cast iron trivets, polish stove top surface.
- Rangehood Service
 - Removal and soak of exhaust fan filters and reassemble, scrub clean of the hood, dry and polish of the exterior surfaces

Butler's Pantry

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- Remove drain covers in sinks where possible to clean out any food scraps and build up
- Clean sink edging and all crevices
- Clean and polish sink, taps and water spouts
- Open and clean inside all cupboards, shelves and drawers
- Clean top, back and front of all cupboard doors including handles
- Wipe down all surface areas and splashbacks
- Clean all walls in the nook where the fridge was placed
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

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Laundry

- Remove visible cobwebs
- Remove exhaust fan covers, clean fan and then replace
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Clean all grout including around sink, on backsplash and floors
- Remove drain covers in the sink and floor where possible and clean
- Clean crevice where the sink joins the bench
- Clean and polish the basins, taps and water spouts
- Clean all wall tiles and benchtops
- Open and clean inside all cupboards, shelves and drawers
- Clean top, back and front of all cupboard doors including handles
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Toilet One

- Remove visible cobwebs
- Remove exhaust fan covers, clean fan and then replace
- Clean window tracks
- Clean window ledges
- Clean and disinfect toilets including under seat, inside and outside of bowl
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Toilet Two

- Remove visible cobwebs
- Remove exhaust fan covers, clean fan and then replace
- Clean window tracks
- Clean window ledges
- Clean and disinfect toilets including under seat, inside and outside of bowl
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Toilet Three

- Remove visible cobwebs
- Remove exhaust fan covers, clean fan and then replace
- Clean window tracks
- Clean window ledges
- Clean and disinfect toilets including under seat, inside and outside of bowl
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Bathroom One

- Remove visible cobwebs
- Remove exhaust fan covers, clean fan and then replace
- Dust ceiling fans
- Dust air conditioner vents
- Clean all grout in the shower, on basin backsplash and floors
- Clean shower walls door, glass, taps and shower head
- Clean window tracks
- Clean window ledges
- Remove drain covers in the basins and floor where possible and clean
- Clean crevice where the basin joins the bench
- Clean and polish the basins, taps and water spouts
- Clean all wall tiles and benchtops
- Open and clean inside all cupboards, shelves and drawers
- Clean top, back and front of all cupboard doors including handles
- Clean and polish all mirrors
- Wipe down soap holders, towel rails, toilet paper holders etc
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Bathroom Two

- Remove visible cobwebs
- Remove exhaust fan covers, clean fan and then replace
- Dust ceiling fans
- Dust air conditioner vents
- Clean all grout in the shower, on basin backsplash and floors
- Clean shower walls door, glass, taps and shower head
- Clean window tracks
- Clean window ledges
- Remove drain covers in the basins and floor where possible and clean
- Clean crevice where the basin joins the bench
- Clean and polish the basins, taps and water spouts
- Clean all wall tiles and benchtops
- Open and clean inside all cupboards, shelves and drawers
- Clean top, back and front of all cupboard doors including handles
- Clean and polish all mirrors
- Wipe down soap holders, towel rails, toilet paper holders etc
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Living Area One

- Remove visible cobwebs
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Living Area Two

- Remove visible cobwebs
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

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Living Area Three

- Remove visible cobwebs
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Living Area Four

- Remove visible cobwebs
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Bedroom One

- Remove visible cobwebs
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Clean inside of built in or walk in wardrobes including all shelves and drawers
- Clean top, back and front of pantry doors including handles
- Clean and polish mirrors
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Bedroom Two

- Remove visible cobwebs
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Clean inside of built in or walk in wardrobes including all shelves and drawers
- Clean top, back and front of pantry doors including handles
- Clean and polish mirrors
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards



Bedroom Three

- Remove visible cobwebs
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Clean inside of built in or walk in wardrobes including all shelves and drawers
- Clean top, back and front of pantry doors including handles
- Clean and polish mirrors
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Bedroom Four

- Remove visible cobwebs
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Clean inside of built in or walk in wardrobes including all shelves and drawers
- Clean top, back and front of pantry doors including handles
- Clean and polish mirrors
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Bedroom Five

- Remove visible cobwebs
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Clean inside of built in or walk in wardrobes including all shelves and drawers
- Clean top, back and front of pantry doors including handles
- Clean and polish mirrors
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

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Bedroom Six

- Remove visible cobwebs
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Clean inside of built in or walk in wardrobes including all shelves and drawers
- Clean top, back and front of pantry doors including handles
- Clean and polish mirrors
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Hallways

- Remove visible cobwebs
- Dust ceiling fans
- Dust air conditioner vents
- Clean window tracks
- Clean window ledges
- Wipe down walls and scrub off visible marks where possible
- Clean light switches
- Clean skirting boards

Additional Services

- Remove visible cobwebs from carport
- Clean sliding door tracks
- Clean and polish sliding doors (interior only) and handles
- Clean vertical and horizontal blinds



Other Included Services

- Clean all solid doors including both sides, tops and handles
- Brush all fly screens
- Vacuum and mop all floors
- Put roadside bins out for collection

Service Completed by Country Queen Living on / /

The Home Specialist(s) that attended your property were...

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Name	Signature
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Name	Signature
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Name	Signature
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