

CLEANING CHECK LIST

LAUNDRY 2/2

- ☐ Clean countertops
- ☐ Wipe down cabinets and drawers
- ☐ Clean sink and faucet
- ☐ Check and refill laundry supplies
- ☐ Empty trash can and replace the bag

HOME OFFICE

- ☐ Dust surfaces (tables, shelves, etc.)
- ☐ Vacuum or sweep floors
- ☐ Clean windowsills
- ☐ Dust blinds or curtains
- ☐ Clean baseboards

BATHROOM

- ☐ Clean toilets (including bowl, seat, and base)
- ☐ Scrub shower/tub (including tiles, grout, and showerhead)
- ☐ Clean sink and faucet
- ☐ Wipe down mirrors
- ☐ Sweep and mop floor

MISCELLANEOUS

- ☐ Clean windows and window tracks
- ☐ Dust light fixtures
- ☐ Clean door knobs and switch plates
- ☐ Vacuum carpets and rugs
- ☐ Dust and clean electronics
- ☐ Dust decorative items

FINAL CHECK

- ☐ Check all rooms for missed spots
- ☐ Ensure that all trash has been removed from the premises
- ☐ Confirm that all appliances and fixtures are in their original place



Integrated Property Service