

Basic Charm Clean Checklist (for clients

only)

{For regular maintenance cleaning-keeps spaces fresh and tidy!}

KITCHEN:

- ☐ Wipe down counters and backsplash
- ☐ Clean stovetop and exterior of appliances
- ☐ Clean and sanitize sink and faucets
- ☐ Vacuum and mop floors
- ☐ Empty trash
- ☐ Wipe off counter items
- ☐ Wipe off table and chairs
- ☐ Clean inside microwave
- ☐ Dust windows and blinds
- ☐ Dust light fixtures
- ☐ Vacuum and mop inside pantry
- ☐ High dust pictures on walls and ceiling corners

KITCHEN ADD ONS:

- ☐ Pantry organization (\$15)
- ☐ Wipe down cabinets (\$15)
- ☐ Garbage disposal cleaning (\$5)
- ☐ Clean and sanitize trash cans (inside kitchen cans only) (\$10)
- ☐ Clean walls and doors (\$25) (spot clean)
- ☐ Wipe baseboards (\$10)
- ☐ Clean inside oven (\$30)

- ☐ Clean inside fridge(\$25)
- ☐ Clean and wipe down windows (inside only) (\$5 per window)
- ☐ Wash and put away dishes (\$10)

BATHROOMS:

- ☐ Scrub and sanitize sink, toilets and showers/tub
- ☐ Wipe down mirrors and glass surfaces
- ☐ Clean and disinfect countertops
- ☐ Sweep and mop floors
- ☐ Empty trash
- ☐ Hang or fold towels neatly
- ☐ Dust towel bar and toilet paper holder
- ☐ Dust blinds and windows
- ☐ Wipe down all items
- ☐ Dust ceiling corners, fan and light fixtures

BATHROOM ADD ONS:

- ☐ Wipe down cabinets (\$10)
- ☐ Wipe baseboards (\$5)
- ☐ Clean walls and doors (\$20) (spot clean)
- ☐ Wipe down and clean windows (inside only) (\$5 per window)
- ☐ Clean inside cabinets and drawers (\$10)

BEDROOMS AND LIVING AREAS:

- ☐ Dust all surfaces (shelves, tables, nightstands)

- ☐ Wipe down mirrors and glass surfaces
- ☐ Tidy up, dust and straighten furniture
- ☐ Vacuum carpets or floors and mop
- ☐ Empty trash
- ☐ Dust all items
- ☐ Dust lamps
- ☐ Lint roll or vacuum furniture
- ☐ Vacuum and mop master closet
- ☐ Dust blinds and windows
- ☐ Dust ceiling fans and high corners/picture frames on wall
- ☐ Dust and mop under furniture (if accessible)

BEDROOMS AND LIVING AREAS ADD ONS:

- ☐ Wipe baseboards (\$10)
- ☐ Clean walls and doors (\$25) (spot clean)
- ☐ Clean and detail interior closet shelving and vacuum and mop excluding master (\$5 per closet)
- ☐ Clean and wipe down windows (inside only) (\$5 per window)
- ☐ Make beds (\$5 per bed)

STAIRCASE AND HALLWAYS:

- ☐ Dust railing and banister
- ☐ Vacuum and mop
- ☐ Tidy shoes
- ☐ Vacuum or wipe down mats

- ☐ Vacuum and mop stairs
- ☐ Dust air vents
- ☐ Dust ceiling corners and pictures on wall
- ☐ **STAIRCASE AND HALLWAYS ADD ONS:**
- ☐ Detail clean staircase railings and banister (\$10)
- ☐ Wipe baseboards (\$10)
- ☐ Wipe down and clean windows (inside only) (\$5)
- ☐ Clean walls and doors (\$10) (spot clean)

LAUNDRY ROOM:

- ☐ Dust and disinfect
- ☐ wipe down outside and top of washer and dryer
- ☐ Tidy
- ☐ Empty trash
- ☐ Dust windows and blinds
- ☐ Dust fan and ceiling corners
- ☐ Wipe down counter and sink if have

LAUNDRY ROOM ADD ONS:

- ☐ Wipe outside cabinets (\$10)
- ☐ Wipe baseboards(\$5)
- ☐ Clean and wipe down windows (inside only) (\$5)
- ☐ Wipe down inside of washer (\$5)
- ☐ Vacuum lint inside dryer (\$5)

WHOLE HOUSE EXTRAS:

- ☐ Dust behind furniture (if accessible) (\$10)

- ☐ Sanitize light switches and door knobs (\$5)
- ☐ Sweep front and back porch (\$10)
- ☐ Wipe inside and outside of front and back door (\$10)
- ☐ Sweep garage (\$10)
- ☐ Wash ceiling fans (within reach) (\$10)
- ☐ Extra attention to pet hair removal (\$10)