

## Property Cleaning Checklist

			All Superior Cleaning LLC		
<b>Kitchen</b>	Yes/No	Complete	<b>Dining Area</b>	Yes/No	Complete
Clean the outside of all appliances			table/chairs polished including sides and legs		
clean stove top and front			dust shelving/decor/knick knacks		
clean microwave/coffe pot inside and out			windex mirrors and glass doors		
clean countertops and backsplash			floors vacuumed/swept/mopped		
clean sinks and shine faucets			overall apperance of the room left neat		
clean and polish tables/chairs/bar stools			<b>Living areas</b>	Yes/No	Complete
empty trash			polish all wood furniture, including sides and legs		
dust decor, cabinets and refridgerator			dust shelving/decor/knick knacks		
check cabinet doors for spots/prints			dust picture frames and windex glass		
wash dishes- load/unload dishwasher			dust lamps and lamp shades		
sweep and mop floors			windex mirrors and glass doors		
overall apperance of room left neat			empty trash		
<b>Bathroom(s)</b>	Yes/No	Complete	floors vacuumed/swept/mopped		
toilet cleaned, inside and out, including base			overall apperance of the room left neat		
shower/bath tub cleaned- faucet shined			<b>Bedroom(s)</b>	Yes/No	Complete
vanity straightened-cleaned, including backsplash			change sheets/remake beds		
sinks cleaned/faucets shined			polish all wood furniture, including sides and legs		
check cabinet fronts for spots/prints			dust shelving/decor/knick knacks		
fold towels neatly			dust picture frames and windex glass		
empty trash			dust lamps and lamp shades		
overall apperance of room left neat			windex mirrors and glass doors		
<b>Laundry room</b>	Yes/No	Complete	empty trash		
dust shelving/decor/knick knacks			floors vacuumed/swept/mopped		
wipe appliances fronts and sides			overall apperance of the room left neat		
empty trash			<b>monthly service</b>	Yes/No	Complete
sweep and mop floors			window stills and blinds dusted		
overall apperance of room left neat			walls/doors/door frames spot cleared		
<b>Entry/Foyver</b>	Yes/No	Complete	light fixtures dusted and/or windexd		
dust shelving/decor/knick knacks			crown molding dusted/ cobwebs removed		
windex mirrors and glass decor			baseboards dusted		
check front door interior for specks/prints			ceiling fans dusted		
floors vacuumed/swept/mopped			<b>Additional services</b>	Yes/No	Complete
<b>Additional areas/notes</b>	Yes/No	Complete	Laundry (towels, blankets, etc.)		
			Laundry (personal clothing)		
<b>Comments:</b>					