



PROFESSIONAL CLEANING, SUPERIOR SERVICE

## 100 PT. ROUTINE HOUSE CLEANING CHECKLIST

### Living, Dining, & Family Rooms

- Ceiling corners monitored for cobwebs
- Light fixtures and lampshades dusted
- Wall hangings and pictures frames dusted
- Points of contact cleaned (doorframes, handles, & light switches)
- Baseboards dusted and cleaned
- Exposed ceiling/wall vents dusted or vacuumed
- Windowsills dusted and cleaned
- Furniture dusted and cleaned
- Closet floors vacuumed, if clear
- Mirrors and glass surfaces cleaned
- Under couch cushions cleaned
- Blinds and shutters dusted
- Fingerprints removed from sliding glass doors
- Underneath and behind all accessible furniture vacuumed
- Ceiling fans dusted as needed
- Patio and balcony door tracks vacuumed
- Floors & carpets vacuumed
- All hard floors wet mopped
- Garbage emptied & bag replaced
- Overall room appearance neat & tidy

### Kitchen

- Counters cleaned – all items removed and replaced, if possible
- Backsplash cleaned and splatter free
- Cabinet exteriors and handles cleaned
- Exterior of all appliances sprayed and wiped
- Microwave cleaned inside and out
- Sink, faucet and drain scrubbed
- Inside window over sink cleaned
- Hanging light fixtures dusted
- Baseboards dusted and cleaned
- Top of refrigerator dusted
- Exposed ceiling/wall vents dusted or vacuumed
- Wall hangings and pictures frames dusted
- Ceiling corners monitored for cobwebs
- All stainless steel polished
- Points of contact cleaned (doorframes, handles, & light switches)
- Kitchen table and chairs dusted and cleaned
- Floors wet mopped
- Garbage emptied & bag replaced
- Exterior of garbage can wiped down

## Bedrooms and Office

- ✓ Wall hangings and pictures frames dusted
- ✓ Points of contact cleaned (doorframes, handles, & light switches)
- ✓ Light fixtures and lampshades dusted
- ✓ Ceiling corners monitored for cobwebs
- ✓ Make or straighten beds (if fresh linens are provided on bed)
- ✓ Exposed ceiling/wall vents dusted or vacuumed
- ✓ Furniture dusted on tops, fronts, and sides
- ✓ Underneath beds vacuumed (must be clear of items)
- ✓ Desks and electronics dusted or wiped
- ✓ Closet floors vacuumed, if clear
- ✓ Door moldings dusted and cleaned
- ✓ Ceiling fans dusted as needed
- ✓ Windowsills dusted and cleaned
- ✓ Baseboards dusted and cleaned
- ✓ Underneath and behind all accessible furniture vacuumed
- ✓ Blinds and shutters dusted
- ✓ Mirrors and glass surfaces cleaned
- ✓ Floors & carpets vacuumed
- ✓ All hard floors wet mopped
- ✓ Trashed emptied and liner replaced as needed
- ✓ Overall room appearance neat & tidy

## Bathrooms

- ✓ Tub and shower scrubbed and dried
- ✓ Soap scum and mold removed from shower, if possible
- ✓ Toilets disinfected inside and out
- ✓ Cabinet exteriors and handles cleaned
- ✓ Points of contact cleaned (doorframes, handles, & light switches)
- ✓ Baseboards dusted and cleaned
- ✓ Sink, faucet and drain scrubbed
- ✓ All chromed cleaned and polished
- ✓ Mirrors and glass surfaces cleaned
- ✓ Wall hangings and pictures frames dusted
- ✓ All countertops cleaned (remove and replace items)
- ✓ Windowsills dusted and cleaned
- ✓ Door moldings dusted and cleaned
- ✓ Hanging towels folded and straightened
- ✓ Exposed ceiling/wall vents dusted or vacuumed
- ✓ Toilet paper holder and towel bars wiped
- ✓ Bathmats/rugs shaken or vacuumed
- ✓ Floors vacuumed and mopped
- ✓ Trashed emptied and liner replaced as needed

## Entry, Stairway, and Hallways

- Ceiling corners monitored for cobwebs
- Baseboards dusted and cleaned
- Points of contact cleaned (doorframes, handles, & light switches)
- Wall hangings and pictures frames dusted
- Blinds and shutters dusted
- Closet floors vacuumed, if clear
- Furniture dusted on tops, fronts, and sides
- Light fixtures and lampshades dusted
- Stairs vacuumed and mopped
- A/C closet doors dusted or vacuumed
- Entrance mats vacuumed or shaken
- Mirrors and glass surfaces cleaned
- A/C Closet floor vacuumed
- Hard floors vacuumed and mopped

## Laundry Room

- Exterior of washer/dryer wiped
- Utility sink cleaned
- Cabinet exteriors and handles cleaned
- Baseboards dusted and cleaned
- Points of contact cleaned (doorframes, handles, & light switches)
- Floors vacuumed and mopped
- Trashed emptied and liner replaced as needed