



M. CLEANING SERVICES CHECKLIST

	Standard	Deep	Move In / Out
Kitchen	✓	✓	✓
Clean cobwebs from lights, sills	✓	✓	✓
Clean countertops	✓	✓	✓
Dust all lights, ceiling fans & blades	✓	✓	✓
Take out the trash	✓	✓	✓
Dust windows, sills, and ledges	✓	✓	✓
Clean table & chairs	✓	✓	✓
Clean inside and outside of microwave	✓	✓	✓
Clean stove burners; clean stovetop, front & control panels	✓	✓	✓
Clean & dry sink counters & soap dish	✓	✓	✓
Sweep & mop floors	✓	✓	✓
Clean counters & backsplash	✓	✓	✓
Clean front of all cabinets and handles	X	✓	✓
Clean oven hood vent	X	✓	✓
Wipe down window sills and window frames	X	✓	✓
Doors & door frames dusted	X	✓	✓
Baseboards dusted	X	✓	✓
Dust & disinfect light switched and door knobs	X	✓	✓
Baseboards wiped down	X	✓	✓
Clean inside refrigerator	X	X	✓
Clean inside oven	X	X	✓
Clean inside cabinets and drawers	X	X	✓
Sweep pantry floor and wipe down shelves	X	X	✓
Doors and door frames wiped down	X	X	✓
Blinds and shutters wet wiped down	X	X	✓
Bathrooms	Standard	Deep	Move In / Out
Clean all cobwebs & dust shelves	✓	✓	✓
Clean, buff all mirrors & glass	✓	✓	✓
Clean counter tops & backsplash	✓	✓	✓
Dust all light fixtures & clean sink(s)	✓	✓	✓
Clean & dry shower door, track & glass	✓	✓	✓
Clean & dry sink	✓	✓	✓
Clean inside & outside of the toilet	✓	✓	✓
Empty garbage	✓	✓	✓
Sweep/vacuum & mop floors	✓	✓	✓
Dust & wipe down all window sills, frames & ledges	✓	✓	✓
Cabinet fronts cleaned	✓	✓	✓
Doors, frames dusted & wiped down	X	✓	✓
Tile grout scrubbed	X	✓	✓
Dust & wipe down baseboards	X	✓	✓
Clean inside cabinets	X	X	✓
Dust & wipe blinds	X	X	✓
Clean inside medicine cabinet	X	X	✓
Bedrooms / Common Rooms	Standard	Deep	Move In / Out
Clean cobwebs, dust shelves	✓	✓	✓
Dust ceiling fan & blades	✓	✓	✓
Clean & buff mirrors	✓	✓	✓
Dust furniture, lamps, lamp shades & hanging lights	✓	✓	✓
Clean window sills, window frames & chair rails	✓	✓	✓
Vacuum / mop floor	✓	✓	✓
Make beds & change sheets (if clean sheets are made available)	✓	✓	✓
Clean all light switches & door knobs	✓	✓	✓
Tidy area, fold blankets, arrange pillows, etc.	✓	✓	✓
Empty garbage	✓	✓	✓
Dust window sills & window frames	✓	✓	✓
Doors, frames dusted & wiped down	X	✓	✓
Dust & wipe down baseboards	X	✓	✓
Clean closet area	X	X	✓
Dust & wipe blinds	X	X	✓