

PROFESSIONAL HOUSE CLEANING CHECKLIST

Customer Name:

Service Date & Time:

Customer Inspection Completed:

initial here if customer is not home at time of completion:

Entire Home

- | | |
|---|--|
| <input type="checkbox"/> Dust and vacuum
Hard-to-reach ledges, windows, light fixtures and above cabinets | <input type="checkbox"/> Spot clean stains on carpet and upholstery
Steam clean larger stains |
| <input type="checkbox"/> De-scale faucets / showerheads
Remove white calcium build up with vinegar | <input type="checkbox"/> Wipe finger prints and smudges of doors and doorframes
Don't forget the baseboards |
| <input type="checkbox"/> Clean out aerators
Unscrew from faucets and soak in vinegar | <input type="checkbox"/> Clean garbage cans, recycling bins and wastebaskets
Soak hard crud with hot soapy water and scrub |
| <input type="checkbox"/> Clean sinks
Use scouring powder to remove stains | <input type="checkbox"/> Replace air filters
Date the new filters |
| <input type="checkbox"/> Remove and clean vent covers
Wipe with a dryer sheet to prevent dust build up | <input type="checkbox"/> Clean blinds
Spray with vinegar and wipe |
| <input type="checkbox"/> Mop floors
Use 1 cup vinegar and 1 gallon hot water | <input type="checkbox"/> Vacuum couch and cushions
Move furniture to vacuum underneath and around |
| <input type="checkbox"/> Wipe down ceiling fan blades
While you're up there, look for cobwebs in the corners of rooms | <input type="checkbox"/> Clean cabinets / drawers
Remove debris and wipe out with disinfectant |

Kitchen

- | | |
|--|---|
| <input type="checkbox"/> Clean oven & wire racks
Soak racks in soapy water then scrub. Use oven cleaner or a baking soda/water paste to scrub interior | <input type="checkbox"/> Empty and clean refrigerator / freezer
Toss expired items and wipe fridge shelves with wet rag |
| <input type="checkbox"/> De-grease stovetop, hood fan/filter, pot grates
Use hot soapy water and don't forget the knobs | <input type="checkbox"/> Clean appliances
Wipe down with disinfectant spray |
| <input type="checkbox"/> Clean microwave
Use hot soapy water or disinfectant spray | <input type="checkbox"/> Clean dishwasher
Run on empty with ½ cup vinegar and baking soda |

Bathroom

- | | |
|--|--|
| <input type="checkbox"/> Scrub grout
Baking soda and toothbrush work great | <input type="checkbox"/> Clean toothbrush holder
Don't forget the soap dish too |
| <input type="checkbox"/> Launder shower curtain (if washing machine safe)
If not, use a mild bleach solution and scrub | <input type="checkbox"/> Scrub tub
Polish faucets and showerhead |
| <input type="checkbox"/> Clean toilet
Don't forget the top of tank, the base and behind toilet | <input type="checkbox"/> Clean mirror with glass cleaner
If you have a medicine cabinet, clean and organize that too |