Maid Service Checklist

COSTUMER:

DATE:

KITCHEN

- Wash and put away dishes
- Wipe down cabinets
- Organize cabinets
- Throw out expired food
- Clean & disinfect fridges
- Organize pantry items
- Empty trash
- Scrub inside of microwave
- Wipe down backsplash
- Wipe down countertops

BATHROOMS

- Scrub shower walls & fixtures
- Scrub bathtub & faucet
- Clean / wash shower curtain
- Empty trash
- Wash out trash can
- Wipe down mirrors
- Scrub countertops & sink faucet
- Scrub toilet
- Wash rugs
- Wipe down cabinets

THROUGHOUT THE HOUSE

- Change air filters
- Polish wood floors
- Steam clean carpets
- Dust light fixture
- Change burned out light bulbs
- Wash windows
- Dust baseboards
- Dust shelves / picture frames
- Dust blinds & window sills
- Dust doors & doorframes

ENTERWAY

- Dust furniture
- Clean rug / welcome mat
- Organize shoes / coats

BEDROOMS

- Dust tops of dressers/headboard
- Vacuum drapes
- Pick up clothes
- Wash pillows
- Wash bedding
- Flip and rotate mattress

LIVING ROOM

- Dust mantel/shelves/frames
- Dust tabletops
- Dust electronics
- Organize media cabinet
- Stream clean sofas
- Wash throw pillow covers
- Vacuum drapes

OFFICE

- File documents
- Backup files on computer
- Organize cabinets / drawers
- Refill office supplies
- Dust desk top & furniture
- Dust electronics

OTHERS

DINNING ROOM

- Dust top of cabinets / table
- Organize miscellaneous items
- Wipe down table
- Polish silver items

CLOSETS

- Sort clothes
- Take dry cleaning
- Organize items in closets
- Dust shelves

GARAGE

- Sweep out floor
- Clean up any oil spills
- Clean out vehicles
- Take trash
- Put away / organize tools
- Organize sporting equipment