



Standard Cleaning Checklist

All Rooms

- Dust cobwebs
- Sweep / vacuum / mop floors
- Empty Trash
- Vacuum carpet
- Dust surfaces

Kitchen

- Clean microwave inside/outside
- Clean outside of appliances
- Polish stainless steel appliances
- Clean stove top
- Clean and sanitize sinks
- Load dish washer

Dining Room

- Clean/polish table and chairs
- Vacuum carpets/area rugs

Bathrooms

- Clean/sanitize sinks
- Clean/sanitize tubs, shower, toilet
- Clean mirrors and glass
- Clean and shine fixtures
- Dust light fixtures and bulbs

Bedrooms

- Dust furniture/shelves
- Vacuum floor & under beds
- Empty wastebaskets
- Dust light fixtures
- Make beds

Living Room

- Dust all surfaces/shelves
- Vacuum upholstered furniture
- Organize decorative pillows

Office

- Dust office surfaces / equipment
- Vacuum carpets/area rugs

Stairs/Entry/Hallways

- Vacuum carpets/area rugs
- Vacuum stairs

Laundry/Utility Room

- Dust light fixtures and bulbs
- Empty wastebasket
- Clean laundry sink and fixtures
- Clean laundry counter/hamper

Miscellaneous

- _____
- _____
- _____
- _____
- _____