

ROOMS/AREAS	Check
Kitchen	
Backsplashes spot cleaned and countertops cleaned (items removed and replaced) Cabinet fronts spot cleaned of splashes and fingerprints	
Exterior of appliances (oven, stove, refrigerator, dishwasher, garbage compactor, interior and exterior of microwave). Spot clean: Top of hood fan /under hood fan	
Sinks scrubbed, disinfected and rinsed including soap dispenser	
Windows located directly behind sink area are wiped for splashes.	
Small counter top appliances wiped (toaster crumbs emptied) (coffee carafe rinsed and emptied)	
Trash /recyclables emptied and new garbage bag replaced and trash can cleaned inside and out. Surrounding area wiped of spills	
Wash or dust kitchen table, chair tops/stools wiped of dust or fingerprints	
Hanging lights over bar, eating areas, counter tops, if accessible	
Baseboards wiped	
Floors vacuumed and damp mopped and inspected by hand.	
Fingerprints removed from door handles, frames and switch plates	
Walls spot cleaned at entranceways	
Laundry Room & Area	
Front and top surfaces of washer and dryer	
Wipe counter top and polish sink area	
Trash emptied	
Baseboards wiped / Floors vacuumed and damp mopped	
Window sills wiped	
Fingerprints removed from door handles, frames and switch plates	
Bathrooms	
Sink scrubbed, disinfected and rinsed. Faucets disinfected and polished	
Tubs/Showers thoroughly cleaned, disinfected and rinsed (if not used, tubs are dusted only)	
Mirrors cleaned	
Vanity top cleaned.	
Towel racks and toilet paper holders wiped for dust and fingerprints	
Window sills wiped, picture frames dusted, walls wiped at toilet and towel areas, if required.	
Cabinet fronts wiped for fingerprints and dust/ medicine cabinet tops cleaned	
Trash can emptied and wiped	
Toilets disinfected inside and out, including base and behind	
Fingerprints removed from door handles, frames and switch plates	

Bedrooms	
(office, spare rooms, etc)	
Baseboards wiped /Floors vacuumed and damp mopped (under furniture and beds, if accessible and free of items)	
Carpets or throw rugs vacuumed including "walk in closets".	
Beds made up	
Linens changed (1 bed upon request) additional time required for more or if linens require washing	
All furniture dusted on top, fronts and sides	
Articles are lifted, wiped and replaced, only if requested	
Picture frames dusted	
Mirrors /glass doors cleaned	
Window sills wiped	
Trash emptied	
Lamp shades dusted and straightened	
Light general straightening completed	
Fingerprints removed from door handles, frames and switch plates	
Living & Dining Areas	
(including Hallways/Stairs)	
All furniture dusted on top front and sides	
Upholstered furniture vacuumed including under removable cushions/leather furniture damp wiped	
Cushions and pillows fluffed and straightened	
Throws/blankets folded	
Baseboards / /Floors vacuumed and damp mopped.	
Carpeted floors vacuumed	
Wall mounted shelves dusted (nothing moved unless special request)	
Fireplace mantel dusted and wiped	
Window sills wiped	
Lamps dusted and shades dusted and straightened	
Fingerprints removed from switch plates and doorframes	
Stair handrails wiped and banisters spot cleaned adjacent walls are wiped of fingerprints.	
Pictures/paintings dusted/glass doors cleaned	
General straightening completed	
Lift, wipe and replace tabletop items only by request	
Front Entry/Back Entry/Stairs	
Fingerprints removed from door handles, frames and switch plates.	
Vacuum and wash floor and stairs to next upper or lower level	
Wipe interior entranceway /sliding door window for fingerprints/dog nose prints	
Wipe door frames, knobs and switch plates for fingerprints	

Light Fixtures and Ceiling Fans	
Damp wiping of wall light fixtures under 8 ft.; anything above 8ft requiring a ladder to reach is a special request.	
We use an extension duster to remove dust and cobwebs in ceiling corners, walls and other hard to reach surfaces including ceiling fans. Anything above 8ft is a special request.	
Shelving	
We do our best to dust the visible surfaces of each shelf within reach (no chair or ladder is used). Optional: We will clean shelves up to 10 ft high using a step ladder, if available.	
Wall Surfaces	
Spot clean walls over and above light switches This includes sporadic markings, smears and grease spots. Washing entire walls requires major extra time, by appointment	
Floors	
For safety reasons, we will only move light furniture for purposes of vacuuming and washing of floors.	
Cabinet Exterior Faces and Top	
All cabinet faces in kitchen and built-ins cleaned fully	
Door Frames and Baseboards and Kick plates under cabinetry are washed.	
Windows (optional)	
Window tracks are vacuumed and damp wiped.	
All window ledges are washed	
All Interior windows are cleaned	
Blinds (optional)	
Damp wiping all blinds (must be 1 inch or more.) NO Mini blinds as they easily bend and can get damaged).	
Carpet Cleaning (optional)	
If you are considering having your carpets cleaned (we don't provide this service ourselves but it can be arranged) We recommend this service be done after the cleaning service is complete	
Fridge (optional)	
We wash all exposed exterior areas of the fridge, please remove items that are on top of the fridge if you would like it cleaned. Interior is spot cleaned; however, for an "extra" request we can clean out the interior of refrigerator and wash down all shelves. Please discard all unwanted items before our arrival.	
Oven (optional)	
We will wipe out a self-clean oven. The oven must have been set to self clean the night before and If the oven is not self-clean, the owner must apply oven cleaner at least 8 hours before arrival.	