Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 ***Kitchen***

☐ Garbage Disposal cleaned

☐ Small appliance exteriors cleaned

☐ Cupboard exteriors washed including kickboard

☐ Garbage disposed of & garbage can wiped out

☐ Microwave washed inside and out

☐ Tables and chairs cleaned (including legs & cross bars)

☐ Countertops, backsplashes and surfaces disinfected

☐ Sinks scrubbed out and taps polished w/Sheila Shine

☐ Blinds/Shade dusted & Mirrors/windows cleaned

☐ Floors thoroughly vacuumed and/or swept & mopped

***All other areas, including hallways, stairs, and entryways***

☐ Ceiling fans and light fixtures dusted- height restrictions apply

☐ General dusting

☐ Blinds/Shade dusted & Mirrors cleaned (windows spot-checked)

☐ Upholstered furniture vacuumed/Leather polished

☐ Cushions, pillows, and blankets straightened

☐ General tidying & straightening up

☐ Trash cans emptied and wiped out

☐ Floors thoroughly vacuumed and/or swept & mopped



***Bathrooms***

 Blinds/Shade dusted & Mirrors/windows cleaned ☐Toilets disinfected inside, out & bottom ☐

Tub and shower tiles scrubbed, rinsed & dried ☐

Cabinet exteriors washed ☐

Sinks scrubbed & disinfected ☐

Chrome fixtures cleaned and polished ☐

Trash emptied and garbage can wiped out ☐

Floors thoroughly vacuumed and/or swept & mopped ☐

***Bedrooms***

 Blinds/Shade dusted & Mirrors/windows cleaned ☐

Beds made-sheets changed if available ☐

General dusting ☐

General tidying & straightening up ☐

Trash cans emptied and wiped out ☐

Floors thoroughly vacuumed and/or swept & mopped (under bed) ☐

**Special request items:**

**Additional Fees Apply!**

**Please notify office 48 hours in advance to add any Special Requests!**

☐ Fridge interior

☐ Oven interior

☐ Kitchen cupboards; inside, sides & top

☐ Steam clean furniture

☐ Dishes washed

☐ Window sill interiors

☐ Window panes washed

☐ Closet organization

☐ Bathroom cupboards & med cabinet (inside & out)

☐ Laundry washed &/or folded

☐ Other special request: ­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***NOTES:***

 Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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