

CLEANING CHECKLIST

UNIT: \_\_\_\_\_ DATE: \_\_\_\_\_ Move-out date: \_\_\_\_\_

KITCHEN:

- \_\_\_\_\_ Clean Stove Exterior, Under Drip Pans, Pull Out And Clean Behind
- \_\_\_\_\_ Replace Drip Pans
- \_\_\_\_\_ Clean Oven
- \_\_\_\_\_ Vent Hood And Grease Screen
- \_\_\_\_\_ Refrigerator (Pull Out And Clean)
- \_\_\_\_\_ Refrigerator Gaskets
- \_\_\_\_\_ Dishwasher, Gaskets
- \_\_\_\_\_ Wipe Inside And Outside Of Cabinets, Doors, And Shelves
- \_\_\_\_\_ Wipe Drawers And Pantry
- \_\_\_\_\_ Clean Countertops
- \_\_\_\_\_ Clean Sink And Faucet
- \_\_\_\_\_ Clean Light Fixtures
- \_\_\_\_\_ Floors – Sweep/Mop
- \_\_\_\_\_ Remove Shelf Or Contact Paper

- \_\_\_\_\_ Dust Baseboards,
- \_\_\_\_\_ Vacuum Carpet
- \_\_\_\_\_ Wash Switch Plate Covers
- \_\_\_\_\_ Clean Fans
- \_\_\_\_\_ Clean Garage, Porch or Patio
- \_\_\_\_\_ Remove Belongings From Attic Or Storage

GENERAL EXTERIOR:

- \_\_\_\_\_ Sweep Storage Area And Patio
- \_\_\_\_\_ Sweep Entry/Breezeway
- \_\_\_\_\_ Sweep Cobwebs Off Exterior Light Fixtures
- \_\_\_\_\_ Clean Entry Door

SPECIAL PROBLEMS OR REPAIRS NEEDED:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BATHROOMS:

- \_\_\_\_\_ Clean Tub/Shower And Tile
- \_\_\_\_\_ Clean Commode, Clean Tank Inside
- \_\_\_\_\_ Clean Vanity Sink, Faucet
- \_\_\_\_\_ Clean Countertop
- \_\_\_\_\_ Wipe Inside And Outside Of Cabinets
- \_\_\_\_\_ Wipe Drawers And Linen Closet, Doors And Shelves
- \_\_\_\_\_ Clean Medicine Cabinet And Mirrors
- \_\_\_\_\_ Clean Light Fixture
- \_\_\_\_\_ Floors- Sweep/Mop
- \_\_\_\_\_ Remove Shelf Or Contact Paper

Before Leaving, Make Sure:

- \_\_\_ Lights, \_\_\_ Water Heater Breaker And \_\_\_ A/C Are Turned Off
- \_\_\_\_\_ No Faucets Or Toilets Are Leaking
- \_\_\_\_\_ Windows Shut, House Is Locked And Secured
- \_\_\_\_\_ All Personal Property Has Been Removed
- \_\_\_\_\_ All Food Has Been Removed From Refrigerator.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

GENERAL INTERIOR:

- \_\_\_\_\_ Clean Windows, Window Sills, And Window Tracks
- \_\_\_\_\_ Patio Doors Inside And Out, Tracks
- \_\_\_\_\_ Clean All Venetian Blinds
- \_\_\_\_\_ Clean All Light Fixtures
- \_\_\_\_\_ Clean Fireplace
- \_\_\_\_\_ Clean A/C Closet, Vents, And Grills
- \_\_\_\_\_ Clean or Replace A/C Filter

Resident name

Resident signature