

## CLEANING CHECKLIST

Clients please tick inside the blue box for specific services required. Cleaners please tick inside the yellow box after completing required work.

<b>ENTRANCE HALL</b>			Clean Fireplace			<b>BEDROOMS</b>		
Clean Skirting			Clean Pictures			Clean Skirting		
Wash Floors			Clean Mirrors			Wash Floor		
Wash Walls			Clean Tables			Wash Walls		
Wash Windows			Dust Chairs			Wash Windows		
Wipe Window Ledges			Dust Surfaces			Wipe Window Ledges		
Wash Radiators			Dust Lampshades			Wash Radiators		
Vacuum Carpet						Polish Brass/Silver		
Polish Brass/Silver			<b>KITCHEN</b>			Vacuum Carpet		
Wash Door			Clean Skirting			Clean Fireplace		
Clean Pictures			Wash Floor			Clean Pictures		
Clean Mirrors			Wash Windows			Clean Mirrors		
Dust Surfaces			Wipe Window Ledges			Clean Tables		
Dust Lampshades			Wash Radiators			Dust Chairs		
			Clean Tiles/Surfaces			Dust Surfaces		
<b>LIVING ROOM</b>			Clean Cupboards (in)			Dust Lampshades		
Clean Skirting			Clean Cupboards (out)			Dust Cupboards (in)		
Wash Floor			Clean Hob			Dust Cupboards (out)		
Wash Walls			Clean Oven			Make Beds		
Wash Windows			Clean Microwave (in)			Change Sheets		
Wipe Window Ledges			Clean Microwave (out)					
Wash Radiators			Wipe Washing Machine			<b>STAIRS</b>		
Vacuum Carpet			Wipe Tumble Dryer			Clean Skirting		
Polish Brass/Silver			Clean Sink			Wash Floor		
Clean Fireplace			Washing-up			Wash Walls		
Clean Pictures						Wash Windows		
Clean Mirrors			<b>BATHROOMS</b>			Wipe Window Ledges		
Clean Tables			Clean Skirting			Vacuum Carpet		
Dust Chairs			Wash Floor			Polish Handrails		
Dust Surfaces			Wash Walls			Clean Pictures		
Dust Lampshades			Wash Windows			Clean Mirrors		
			Wipe Window Ledges					
<b>DINING ROOM</b>			Wash Radiators			<b>ALL AREAS</b>		
Clean Skirting			Vacuum Carpet			Water Plants		
Wash Floor			Clean Tiles/Surfaces			Clear Dead Flowers		
Wash Walls			Clean Mirror			Empty wastebaskets		
Wash Windows			Clean Bath					
Wipe Window Ledges			Clean Shower Cabinet			<b>OTHER SERVICES</b>		
Wash Radiators			Clean Sink			Washing		
Vacuum Carpet			Clean Taps			Ironing		
Polish Brass/Silver			Toilet to be Bleached			Cooking		