

PROFESSIONAL RESIDENTIAL CLEANING CHECKLIST

Customer name:

Crew leader:

Date of service:

Crew members:

LIVING AREAS (.....)

- ☐ Dust & polish furniture
- ☐ Vacuum furniture
- ☐ Dust surfaces, shelves, picture frames etc.
- ☐ Vacuum & mop floors
- ☐ Dust ceiling fans, light fixtures & plants
- ☐ Dust blinds, windowsills, & switchplates
- ☐ Dust lamps and lampshades
- ☐
- ☐

BEDROOMS (.....)

- ☐ Vacuum floors, mop hardwood floors
- ☐ Dust ceiling fans, light fixtures
- ☐ Dust blinds, windowsills, and switchplates
- ☐ Dust surfaces, shelves, picture frames etc.
- ☐ Clean & shine mirrors
- ☐ Dust & polish furniture
- ☐ Dust lamps & lampshades
- ☐ Change sheets if clean sheets provided
- ☐
- ☐

OFFICE, HALLS, STAIRS, LAUNDRY (.....)

- ☐ Wipe off washer & dryer
- ☐ Dust ceiling fans, light fixtures
- ☐ Vacuum stairs
- ☐ Dust surfaces, shelves etc.
- ☐ Vacuum floors, mop hardwood floors
- ☐
- ☐

KITCHEN & DINING AREAS (.....)

- ☐ Clean & disinfect sink
- ☐ Clean stove/cooktop
- ☐ Clean hood
- ☐ Clean small appliances
- ☐ Clean & disinfect kitchen table and chairs
- ☐ Clean & disinfect countertops
- ☐ Clean microwave inside and out
- ☐ Clean cabinets, door panels, etc.
- ☐ Vacuum & mop floors
- ☐ Dust blinds, windowsills, and switchplates
- ☐ Dust surfaces, picture frames etc.
- ☐ Clean and shine outside of refrigerator
- ☐ Clean & disinfect outside of dishwasher
- ☐ Empty trash
- ☐
- ☐

BATHROOMS (.....)

- ☐ Vacuum & disinfect floors
- ☐ Vacuum mats
- ☐ Clean & shine sink
- ☐ Clean & disinfect countertops and doors
- ☐ Dust surfaces, shelves etc.
- ☐ Clean & shine mirrors
- ☐ Clean & shine showers and tubs
- ☐ Clean & disinfect toilets inside and out
- ☐
- ☐

OTHER SERVICES (.....)

- ☐
- ☐
- ☐

Home Professional Guide

Raffaela Di Napoli



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