



# Cleaning Checklist

This is a small list - NOT all inclusive - that will help in reducing costs taken from the security deposit

<u>Kitchen</u>		Completed
Fridge	Pull out, clean floor, clean inside & out	_____
Stove/Oven	Pull out, clean floor, lift top cover & clean inside, clean griddles/cook plates, inside oven & broiler	_____
Range Hood	Take out & wash filters, clean inside & out	_____
Dishwasher	Clean front cover/sides, run one cycle	_____
Microwave	Take out & wash plate, clean inside & out, clean the vent	_____
Cabinets	Clean all vertical & horizontal surfaces, clean inside & out, clean handles & knobs	_____
Drawers	Clean inside, clean handles & knobs	_____
Pantry	Clean shelves, clean door inside & out, wipe down baseboards	_____
Ceiling	Clean scuffs, clean cobwebs	_____
Light Fixtures	Clean inside & out, clear any debris, change any non working bulbs	_____
Countertops	Clean tops and sides	_____
Baseboards	Dust & Clean	_____
Switchplate	Clean. Replace if cracked	_____
Sink	Scrub, wipe down faucet, make sure both stoppers are there	_____
Walls	Remove any hooks, nails, screws, tape, clean scuffs & spills, etc...	_____
Floors	Sweep & mop paying attention to corners and cracks	_____
<u>Living Room</u>		Completed
Ceiling	Clean scuffs, cobwebs	_____
Vents	Dust, clean - no lint or dust should be visible	_____
Ceiling Fan	Dust, remove any debris, clean, change any non working bulbs	_____
Blinds	Dust & clean slats	_____
Windows	Clean frame, sills, clean glass	_____
Screens	Remove all dust	_____
Sliding Doors	Clean frame, remove debris, clean glass	_____
Base Boards	Dust & clean	_____
Switchplate	Clean. Replace if cracked	_____
Floors	Sweep, mop or vacuum	_____
Walls	Remove any hooks, nails, screws, tape, clean scuffs & spills, etc...	_____

<b><u>Hallways</u></b>		Completed
Ceiling	Clean scuffs, cobwebs	
Vents	Dust & Clean	
Closet	Check for cobwebs, clean shelves, clean door inside & out, clean baseboards, remove any hooks	
Front Door	Clean inside & out	
Back Door	Clean inside & out	
Walls	Remove any hooks, nails, screws, tape, clean scuffs & spills, etc...	
Switch Plate	Clean	
Baseboards	Dust & Clean	
<b><u>Bathrooms</u></b>		Completed
Ceiling	Dust, clean cobwebs, scuffs, & debri	
Fan	Dust, clean	
Baseboards	Dust & clean - pay attention to corners & cracks	
Toilet	Scrub inside bowl, clean seat, lid, back of toilet, make sure bolt covers are in place	
Medicine Cabinet	Clean inside & out, clean shelves, clean mirror, light fixture, replace any non working bulbs	
Cabinets	Clean inside & out, remove any debri, clean knobs/handles	
Closet	Clean celing, clean shelves, clean door inside & out, wipe down baseborads, vacuum	
Switch Plate	Clean. Replace if cracked	
Countertop	Clean	
Sink	Scrub, clean faucet - basin, drain, & fixtures should be clean & free of any soap scum.	
Walls	Remove any hooks, nails, screws, tape, clean scuffs & spills, etc...	
Floors	Sweep & mop	
Tub/Shower	Compleley scrub away gime or soap scum, clean glass doors, clean faucet, knobs, and showerhead	
<b><u>Utility</u></b>		Completed
Ceiling	Dust, clean cobwebs, scuffs, & debri	
Dryer	Remove clothes, empty lint trap, pull out, clean floor, dust, clean in/out/around	
Washer	Remove clothesRemove softner dispenset & wash, clean in/out/around - no detergent	
Door	Dust, clean inside & out, clean knobs	
Baseboards	Dust, clean	
Switch Plate	Clean. Replace if cracked	
Walls	Remove any hooks, nails, screws, tape, clean scuffs & spills, etc...	

<b>Bedrooms</b>		Completed
Ceiling	Dust, clean cobwebs, scuffs, & debri	
Ceiling Fan	Dust, remove any debri, clean, change any non working bulbs	
Baseboards	Dust & clean	
Vents	Dust & clean	
Blinds	Dust, Clean slats	
Windows	Clean frame, sills, clean glass	
Screens	Remove all dust	
Closet	Clean celing, clean shelves, clean door inside & out, wipe down baseborads, vacuum	
Switch Plate	Clean. Replace if cracked	
Doors	Dust, clean inside & out, clean knobs	
Walls	Remove any hooks, nails, screws, tape, clean scuffs & spills, etc...	
Floors	Sweep, mop or vacuum	
<b>Other</b>		Completed
Front Porch	Sweep porch, clean mailbox, remove trash, remove personal belongings	
Back Porch	Remove personal belongings, remove trash, sweep	
Basement	Remove personal belongings, remove trash, sweep	
Garages	Remove personal belongings, remove trash, sweep	
Trash	No furniture to be left on curb unless it has trash stickers (a min. of 2), trash is to be contained in the receptatcle	
Garages	Remove personal belongings, remove trash, sweep	