

REGULAR MAINTENANCE CLEANING TASKS:

| | |
|--------------|---|
| All Areas | Base and floor boards - vacuum brush |
| All Areas | Blinds and shutters - dust or wipe clean |
| All Areas | Cabinets and drawers - spot clean |
| All Areas | Ceiling fans - dust |
| All Areas | Cobweb removal from ceiling and walls |
| All Areas | Door tops and detail - wipe clean |
| All Areas | Electrical plates and lightswitches - spot clean |
| All Areas | Floor corners - vacuum brush |
| All Areas | Floors - Steam mop hard floors |
| All Areas | Floors, rugs, and under edge of large rugs - vacuum |
| All Areas | Furniture - vacuum all cloth furniture, fluff all pillows and fold blankets |
| All Areas | Furniture - wipe clean all table and chair legs and bases |
| All Areas | Glass doors - spot clean |
| All Areas | Mirrors clean with rubbing alcohol |
| All Areas | Stainless steel - clean with olive oil |
| All Areas | Trash cans - wipe down and replace liner |
| All Areas | Trash removal |
| All Areas | Under furniture with clearance - vacuum and steam mop |
| All Areas | Window and door tracks - vacuum brush |
| All Areas | Window sills - wipe clean |
| All Areas | Windows - spot clean for finger prints and doggie nose print |
| All areas | Dust and wipe down all electronics and lamps, including under and behind |
| Bathrooms | Bathtub and shower - wipe clean |
| Bathrooms | Mirrors and wall décor - clean all |
| Bathrooms | Shower doors - remove hard water stains and squeegee/wipe dry |
| Bathrooms | Sink and faucet - scrub clean |
| Bathrooms | Toilet - clean inside, outside, base and behind |
| Bedrooms | Make beds with new sheets, or make beds look nice with existing sheets |
| Kitchen | Floors - vacuum brush under all cabinets and corners |
| Kitchen | Microwave - wipe clean, outside, inside, glass spinning tray |
| Kitchen | Refridgerator - clean outside, inside bottom ledge, and top |
| Kitchen | Sink and faucet - scrub clean |
| Kitchen | Sink and stove back splash - wipe clean |
| Kitchen | Stove hood - wipe clean |
| Laundry Room | Laundry machines - wipe clean tops, sides, and outsides |