

OLGA'S PROFESSIONAL HOME CLEANING SERVICE

BRINGING PEACE INTO YOUR HOME



OLGASPROFESSIONALCLEAN@GMAIL.COM



201-892-9638



OLGASPROFESSIONALCLEANINGSERVICE.COM

Standard Clean Checklist

Name: _____

Staff: _____

Date: _____

Comments: _____

Bedroom

- Bed made & changed (if fresh linens are provided)
- Furniture, mirrors, frames & accessories dusted & cleaned
- All surfaces & points of contact dusted & cleaned
- Blinds, window sills & lock panels dusted
- Molding & corners dusted
- Floors vacuumed & washed
- Ceiling fans, vents & light fixtures dusted (height restrictions apply)
- Lamps cleaned and lampshades dusted
- Trash emptied - trash bag replaced
- Door knobs, woodwork and switch plates cleaned & disinfected
- Overall room appearance neat & tidy

Other Rooms, Hallways & Closets

- Upholstered furniture vacuumed
- Door knobs, woodwork and switch plates cleaned & disinfected
- Ceiling fans, vents & light fixtures dusted (height restrictions apply)
- Lamps cleaned and lampshades dusted
- Picture frames & mirrors dusted
- Furniture dusted - on top, on front and underneath
- Floors vacuumed &/or washed
- Hallways and stairs vacuumed and/or washed
- Window sills, blinds & lock ledges dusted & wiped clean
- Accessories dusted & cleaned
- All surfaces & points of contact dusted & cleaned
- Table tops & desks dusted & wiped clean

Other Rooms, Hallways & Closets Cont...

- Molding & corners dusted
- Laundry ensuite wiped & floor washed
- Trash emptied - trash bag replaced
- Overall room appearance neat & tidy

Bathroom

- Tub & shower area scrubbed and washed
- Sink & faucet scrubbed & polished
- Toilet scrubbed & washed (including base & behind)
- Mirrors & outside of medicine cabinet cleaned
- Soap dish & toothbrush holder cleaned
- Molding & corners dusted
- Tiles cleaned
- Vanity top cleaned - items removed & replaced
- All surfaces & points of contact dusted & cleaned
- Cabinets wiped clean
- Floors vacuumed &/or washed
- Fixtures polished & shined
- Shelves & frames dusted & wiped clean
- Ceiling fans, vents & light fixtures dusted (height restrictions apply)
- Blinds & lock ledges dusted
- Window sills dusted & wiped clean
- Door knobs, woodwork and switch plates cleaned & disinfected
- Trash emptied - trash bag replaced
- Overall room appearance neat & tidy

Kitchen

- Small appliance exteriors cleaned (interiors upon request)
- Microwave cleaned (exterior/interior)
- Door knobs, woodwork, door-frames and switch plates cleaned & disinfected
- Kitchen table cleaned & organized
- Kitchen chairs/stools cleaned
- Countertops and backsplash wiped (all items removed and replaced)
- Cabinet fronts cleaned
- Faucets & sinks scrubbed and disinfected (dishes upon request)
- Floor vacuumed and/or washed
- Window sill dusted and wiped clean
- Blinds & lock panels dusted
- Outside of stove and top of range cleaned
- Furniture, mirrors, frames & accessories dusted & cleaned
- Outside of fridge cleaned
- Outside of dishwasher cleaned
- Molding & corners dusted
- Ceiling fans, vents & light fixtures dusted (height restrictions apply)
- All surfaces & points of contact dusted & cleaned
- Trash emptied - trash bag replaced
- Overall room appearance neat & tidy

6 Point Safety Check

Stove/Oven Off
 Door Locked
 Alarm Set

Windows are closed
 All faucets are off
 Pets are safe

Signed: _____

Inspected: _____

Thank you for your business! Please recycle me :)