STANDARD CHECKLIST FOR OCCUPIED CLEANING SERVICES
(this list can be customized to meet your specific needs)

KITCHEN AREA
- Clean the REFRIGERATOR EXTERIOR
- Clean the STOVE/OVEN INTERIOR & EXTERIOR as needed
- Wipe the OUTSIDE of the DISHWASHER and load if needed
- Wipe the INTERIOR and EXTERIOR of the MICROWAVE if needed
- Clean/wipe EXTERIOR part of CABINETS
- Clean KITCHEN SINK and COUNTERTOPS
- Clean BACKSPLASH
- FINGERPRINTS removed from all woodwork, doorframes and switch plates
- Sweep FLOOR and WASH
- Wipe off SMALL appliances
- SPOT CLEAN throughout as needed

BATHROOM (S)
- Sanitize and deodorize BATHROOMS
- Clean and disinfect TUB AND/OR SHOWER
- ALL DOOR KNOBS AND HANDLES to be disinfected and cleaned
- TOILETS disinfected INTERIOR and EXTERIOR, INCLUDING BASE AND BEHIND
- Clean all MIRRORS
- WIPE ALL CHROME FIXTURES (faucets, shower knobs, shower heads, etc.)
- Wipe the EXTERIOR of all CABINET DRAWERS
- FINGERPRINTS removed from all woodwork, doorframes and switch plates
- Clean SINKS & COUNTERTOPS
- Sweep FLOOR and WASH

GENERAL AREAS
- Vacuum all CARPETS, including the STAIRS
- ALL DOOR KNOBS AND HANDLES to be disinfected and cleaned
- FINGERPRINTS removed from all woodwork, doorframes and switch plates
- Sweep FLOOR and WASH
- DUST where needed - furniture & shelving
- Clean GLASS TABLES
- Empty WASTEBASKETS
- Move LIGHT FURNITURE TO CLEAN UNDERNEATH & BEHIND as needed
- SHAKE OUT or VACUUM ENTRYWAY RUGS

All house cleaning services are billed hourly and we have a 2 cleaner/2 hour minimum.

ROTATION ITEMS
- Baseboards
- Ceiling fans
- Dusting mini blinds
- Windowsills & door frames

Please note, once the hourly package has been reached, the cleaners are obligated to stop even if this entire cleaning checklist has not been completed. Our cleaners work swiftly and are instructed to begin with bathrooms and kitchens and any other area you prioritize.