



CLEANING CHECKLIST

We make sure that we've completed everything to your SATISFACTION!
We are the City Maids and we clean to care!

Customer Name: _____ Customer Inspection Completed: _____

Service Date/ Time: _____ Initial here if customer not home at time of completion: _____

ALL ROOMS

REGULAR CLEAN

- Entry door windows cleaned
- Light switches & door knobs (hand wiped)
- Tidy area, fold blankets, arrange pillows
- Upholstered furniture vacuumed
- Ceiling fans & light fixtures (dusted)
- Cobwebs removed (low & high)
- Blinds, window sills, & lock ledges (dusted)
- Moldings & woodwork (dusted)
- Baseboards (dusted)
- Lamps & lampshades (dusted)
- Pictures & knick-knacks (dusted & tidied)
- Furniture (dusted & polished)
- Countertops & backsplashes (washed)
- All sinks (scrubbed/disinfected)
- Mirrors
- Wastebaskets (emptied/washed/relined)
- Stairs (vacuumed, wood dusted)
- Floors (vacuumed &/or mopped)
- Cabinets spot-cleaned
- Dust & tidy knickknacks, personal items
- Shelves (dusted)

DEEP

- Ceiling fan blades within 2-step ladder reach (hand washed or wiped)
- Light fixtures within 2-step ladder reach (hand washed in place/not removed)
- Blinds & shutters (vacuumed, not washed)
- Moldings & woodwork, window sills, & lock ledges (hand washed or wiped)
- Baseboards (hand washed or wiped, reachable w/out moving furniture)
- Pictures & knick-knacks (hand wiped)
- Uncluttered shelves (hand wiped)
- Furniture (polished, fronts, sides, legs)
- Top of refrigerator (hand washed or wiped)
- Stovetop, grates or drip pans scrubbed
- All Cabinet fronts (hand washed or wiped)
- All Doors and door frames (hand washed or wiped)
- Light switch plates (hand washed)

MOVE OUT

- Spot clean walls
- Baseboard detail cleaning (hand wiped)
- Clean inside all drawers (hand wiped)
- Clean inside all cabinets (hand wiped)

NOTE

The **Regular Cleaning** items are included in each tier including the **Deep** and **Move In/Out Cleaning**

BATHROOMS

REGULAR CLEAN

- General bathroom straightening
- Towels neatly hung & folded
- Clean inside & outside toilet; clean the base & the lid
- Tub/shower & tiles (scrubbed)
- Clean shower door, track & glass
- All bathroom counters & fixtures (sanitized)

KITCHEN

REGULAR CLEAN

- Clean & polish hood vent
- Clean stove & hood
- Clean inside and outside of microwave
- Top of refrigerator (dusted)
- Dishes put in washer
- Outside of appliances cleaned

MOVE OUT

- Inside fridge (hand wiped)
- Inside oven (hand wiped)
- Inside drawers & cabinets (hand wiped)

BEDROOMS

REGULAR CLEAN

- Make beds
- 1 set of sheets changed per bed
- Pillows & cushions fluffed
- Dust furniture, lamps, lamp shades & hanging lights
- Dust & tidy knickknacks, personal items
- Tidy area, fold blankets, arrange pillows

AVAILABLE EXTRAS

- Inside windows
- Organizing
- Inside cabinets
- Inside fridge
- Inside oven
- Walls
- Load of laundry