



our reliable service · your peace of mind

Cleaning Form

Kitchen

- Defrost the refrigerator.
- Thoroughly clean around, under and in oven, oven racks, stove top, knobs, hood and fan per manufacturer's instructions
- Drip pans must be cleaned. Replace if they do not appear new after cleaning.
- Clean all cabinets/drawers inside and outside, counter tops, sink and faucet.

Bathrooms

- Clean bathtubs, showers, sinks, faucets, fans, medicine cabinets, mirrors, counters, drawers, woodwork, toilets.
- Clean soap dishes and wipe down towel bars.
- Glass door, if applicable, should be cleaned so all of the soap scum is removed.

Bedrooms, Dining & Living Rooms, Family Rooms, Ect

- Clean windows, window sills, tracks, and screens; replace damaged screens and windows.
- Wipe down closets and wipe down shelves.

Miscellaneous

- Remove nails, ect from walls; fill any holes with spackle and wipe clean with damp rag.
- Professionally clean all carpets, drapes, curtains, and blinds; they must not show any water markings, stains, tears, burn holes, damage or other neglect not previously documented.
- Clean all floors, molding, and baseboards; wash tile floors.
- Where applicable; clean and sweep out fireplace or wood stove, hearth, and mantle.
- Pick up and dispose of all miscellaneous waste, debris, garbage, ect.
- Where applicable; mow, weed, and restore yard to its original condition.
- Thoroughly clean the inside, outside, underneath, and top of all appliances; as well as filters where applicable.
- Wipe all walls, ceilings, corners, doors, and doorframes removing any mildew, grease, stains, scum, and cobwebs.
- Clean all wall heaters, vents, and fans on floor or wall.
- Clean all light fixtures and exhaust fans from grease and dirt, electrical wall plates/covers, and replace light bulbs.

Special Notes

- Necessary cleaning and yard work will be charged at the rate of \$50-\$65 per hour depending on vendor.
- Chips and scratches in enameled appliances, sinks, counters, and woodwork will be assessed charges for damages.
- Do not paint or make repairs to sheet rock without approval of property manager.

Tenant _____ Tenant _____ Date _____