



Rental Cleaning Checklist

Cleaning Technician: _____ Job Location: _____

Cleaning Date: _____ Time Start: _____ Finish: _____

Condition: VERY CLEAN 1 2 3. 4 5 6 7 8 9 10 VERY DIRTY

Mark Off Completed Areas

<input type="checkbox"/> Begin Walkthrough. Check for damages. Nothing missing. Nothing visibly broken. Check out instructions followed. <input type="checkbox"/> Laundry Begin if doing laundry on-site. Bag and tag if laundry off-site. <input type="checkbox"/> Dust Entire Home Cobwebs walls/ceilings corners Light fixtures Tops of fans <input type="checkbox"/> Sliding Glass Doors Tracks Interior glass Exterior glass <input type="checkbox"/> Windows Spot clean insides if needed. Clean sills if cleaning window.	<input type="checkbox"/> Kitchen Check oven 1st (clean if needed) Clean fridge, Follow house requests. Put away dishes/check dishwasher. Wash dishes if necessary & put away. Countertops Sinks/faucets Quickly check all drawers/cabinets. Wipe all handles and cabinet fronts. Clean microwave inside/out Clean cooktop Check oven again. Wipe all appliance fronts. <input type="checkbox"/> Bathrooms x () Bathtub/shower Wipe all surfaces Check drains for debris/hair Clean all glass/mirrors Sink/faucet Backsplash Toilet top/seat/covers/around caps Toilet base/wall behind and floor Shine all fixtures	<input type="checkbox"/> Floors Remove gunk/spots. Shake out or vacuum all throw rugs Sweep/vacuum/mop all floors Clean tough spots by hand. Baseboards <input type="checkbox"/> Bedrooms x () Strip & remake beds. Empty drawers & closets. Make bed look inviting. <input type="checkbox"/> Upon Leaving Do thorough walkthrough Check off all items above. Check supplies make notes & text immediately. Lock all windows and doors. Adjust thermostat if necessary. Turn off lights. Return key to lock box. <input type="checkbox"/> Garbage Remove all garbage./put new bags in. # of bags: _____ To HQ / on site
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Notes: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Optional Add-ons: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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