

## LIVING ROOM/OFFICE Presentation/straighten room (blankets/pillows/pictures/lamp shades) Spot check for cobwebs Dust vents Hand wipe blinds from both sides ■ Wet wipe light switch plates ■ Wet wipe plug plates Windowsills cleaned (Blinds Dusted if accessible) (clean under latches) Clean glass on entry and exit doors ☐ Hand wipe fans & light fixtures in place (if accessible) Mirrors/glass are streak free Dust picture frames top and bottom ledges Dust furniture (ex. coffee tables, end tables and DINING ROOM shelves. We do not vacuum couches) Dust lampshades & lamp bases Presentation/straighten room (pictures/chairs arrange Move all "moveable items", clean under and replace neatly) (without moving stationary furniture) Spot check for cobwebs ■ Vacuum floors Dust vents ■ Vacuum edges of large rugs underneath (we do not Wet wipe light switch plates roll up or move) Wet wipe plug plates ■ Mop floors ☐ Windowsills cleaned (Blinds Dusted if accessible) (clean ■ Wet wipe baseboards under latches) Wipe door faces Hand wipe fans & light fixtures in place (if accessible) Empty trash and reline Mirrors/glass are streak free ☐ Lights off Dust picture frames top and bottom ledges DISCLAIMER Dust furniture top to bottom (not couches) Move all items on the furniture, wipe under, dust and \*\*We do not move furniture, clean couches (Add on replace service) or under cushions. See terms of serivce for full details\*\* Wipe table top and chair seating (if applicable) ■ Vacuum floors thoroughly Vacuum edges of large rugs underneath (we do not roll up or move) ■ Mop floors Wet wipe baseboards ■ Wipe door faces Empty trash and reline Lights off **DISCLAIMER** \*\*We do not move furniture, clean interior of curio cabinets or cluttered spaces. See terms of serivce for full

details\*\*

## HALLWAY/STAIRS FOYER Presentation/straighten room (blankets/pillows/pictures/lamp shades) ■ Spot check for cobwebs ■ Dust vents Hand wipe blinds from both sides ■ Wet wipe light switch plates ■ Wet wipe plug plates Windowsills cleaned (Blinds Dusted if accessible) (clean under latches) Clean one set of entry/exit door glass ■ Hand wipe fans & light fixtures in place (if accessible) Mirrors/glass are streak free Dust picture frames top and bottom ledges Dust furniture top to bottom (not couches) **BEDROOMS** Move all items on the furniture, wipe under, dust and replace (if more than 50% covered, area will be Presentation/straighten room (bed skipped) made/pillows/pictures/lamp shades) ■ Dust lampshades & lamp bases Spot check for cobwebs Dust and wipe all stair banister levels Tidy beds (Place clean sheets on beds to be changed) ■ Vacuum and/or mop Stairs (if applicable) Dust vents Vacuum floors thoroughly ☐ Windowsills cleaned (Blinds Dusted if accessible) (clean ■ Vacuum edges of large rugs underneath (we do not under latches) roll up or move) Dust lampshades & lamp bases ■ Mop hard floors Wet wipe light switch plates Wet wipe baseboards Wet wipe plug plates ■ Wipe door faces ☐ Hand wipe fans & light fixtures in place (if accessible) Empty trash and reline Dust picture frames top and bottom ledges ☐ Lights off Dust furniture top to bottom (not couches) Dust headboard, side rails & footboard Move all items on the furniture, wipe under, dust and replace (if more than 50% covered, area will be skipped) Mirrors/glass are streak free ☐ Windowsills cleaned (Blinds Dusted if accessible) (clean under latches) Mop floors Vacuum floors Vacuum edges of large rugs underneath (we do not roll up or move) Wet wipe baseboards

Wipe door faces

Lights off

Empty trash and reline

## LAUNDRY/MUD ROOM Spot check for cobwebs ■ Dust vents ■ Wet wipe light switch plates ■ Wet wipe plug plates ■ Windowsills cleaned (Blinds Dusted if accessible) (clean under latches) Hand wipe fans & light fixtures in place (if accessible) Mirrors/glass are streak free Dust picture frames top and bottom ledges Move all items on the furniture, wipe under, dust and replace (if more than 50% covered, area will be skipped) **BATHROOMS** Dust lampshades & lamp bases ■ Wipe down exterior of washer/dryer Presentation/straighten room Clean utility sink (if applicable) (towels/decor/counter/toilet paper) Vacuum floors Spot check for cobwebs Vacuum edges of large rugs underneath (we do not Dust vents roll up or move) Wet wipe light switch plates ■ Mop floors Wet wipe plug plates ■ Wet wipe baseboards Dust fixtures (towel rods/toilet paper holder/artwork) in Wipe door faces place (if accessible) Empty trash and reline Mirrors/glass are streak free ☐ Lights off ■ Windowsills cleaned (Blinds Dusted if accessible) (clean under latches) Clean shower/tub (remove and replace personal items) Clean interior wall of tub Clean all bathroom fixtures and polish Clean toilet and around the base/floor ■ Move all "moveable items", clean under and replace (i.e. rugs, trash can, etc.) Clean and dry sink thoroughly, scrub around faucet/drain, remove toothpaste from surfaces Clean floors

Wet wipe baseboards

Empty trash and reline

Vacuum floors

☐ Lights off

Wipe door faces



## KITCHEN Presentation/straighten room Spot check for cobwebs Dust vents Hand wipe light switch plates Windowsills cleaned (Blinds Dusted if accessible) (clean under latches) Hand wipe fans & light fixtures in place (if accessible) Mirrors/glass are streak free Dust picture frames top and bottom ledges Spot clean cabinet fronts top to bottom/sides Move all items on the counters, wipe under, dust, and replace (not large mixers) Counters are smooth and streak-free Detail wipe backsplash (at top counter lip) Sink: Clean and polish including fixtures, stopper, and Fridge: Hand wipe entire exterior that is accessible, drains including the top, clean Inside door lip and handle is Hand wipe furniture top to bottom free of finger prints/smudges Move all items on the furniture, wipe under, dust and Hood Vent: Clean and polish exterior replace (if more than 50% covered, area will be Oven: Clean interior and exterior, handle is free of skipped) finger prints/smudges Dust bottom of bar stool/chair legs and feet and free of Stove top: clean thoroughly to remove buildup and dust or fur burnt rings as much as possible ■ Vacuum floors thoroughly corner to corner, clean all ■ Microwave: Clean inside/out. Handle is free of finger moveable items under prints/smudges Mop hard floors thoroughly corner to corner, clean all Dishwasher: Hand wipe entire exterior that is moveable items under accessible, clean top lip and handle is free of finger Scrub/scrape food/debris prints/smudges/polish Wet wipe baseboards/kickplates under cabinets Wipe door faces Empty trash and reline ☐ Lights off ADD ON SERVICE Interior Fridge Cleaning Porches-Dewebbing Couches-Vacuum surfaces and under cushions Garages-Deweb and sweep only Laundry-Inquire for quote!