

# MOVE IN/OUT CLEANING

## Checklist



FOR \_\_\_\_\_

DATE OF SERVICE \_\_\_\_\_

LOCATION \_\_\_\_\_

CREW NAME \_\_\_\_\_

### KITCHEN

- Stove Top, Range Hood
- Cabinet Front Exteriors, Handles, Pulls
- Pantry Shelving (must be empty)
- Oven Front Exterior (interior only with advance agreement\*)
- Microwave Exterior/interior
- Refrigerator/Freezer Exterior (interior only with advance agreement\*)
- Freezer Exterior (interior only with advance agreement - must be defrosted\*)
- Dishwasher Front, Sides
- Countertops, Backsplash, Sinks, Faucets (dishes only with advance agreement\*)
- Ceilings for Cobwebs
- Blinds When Applicable
- Patio Doors Inside/Out, Window Behind Sink When Applicable
- Doors, Knobs, Windowsills, Trim, Baseboards, Kickplates
- Light Fixtures
- Vacuum, Wash Floors Including Pantry
- Garbage, Recycle

### BEDROOM

- Doors, Knobs, Windowsills, Trim, Baseboards
- Closet Shelving
- Mirrored Doors When Applicable
- Blinds When Applicable
- Ceilings for Cobwebs
- Vacuum Including Crevice Along Edge of Carpets - Wash Floors When Applicable
- Garbage, Recycle

### BATHROOM

- Tub/Shower Enclosure, Mildew, Soap Scum Removal
- Countertops, Backsplash, Sinks, Faucets
- Exhaust Fan, Light Fixtures
- Blinds When Applicable
- Vanity Mirror Glass
- Toilet Exterior/Interior, Calcium Deposit Removal
- Cabinet Front Exteriors, Handles, Pulls
- Ceilings for Cobwebs
- Doors, Knobs, Windowsills, Trim, Baseboards, Kickplates
- Vacuum, Wash Floors
- Garbage, Recycle

### LIVING ROOM, OFFICE, HOME GYM

- Doors, Knobs, Windowsills, Trim, Baseboards
- Cabinet Front Exteriors/Interiors, Built-In Shelving (must be empty)
- Fireplace Mantel, Exterior Glass, Vents
- Spot Clean Windows (full interior windows only with advance agreement\*)
- Light Fixtures, Ceiling Fans, Intakes
- Ceilings for Cobwebs
- Blinds When Applicable
- Spot Clean Walls, Mark Removal on Doors (only on certain paints)
- Light Switch Covers
- Vacuum Floors Including Crevices Along Edge of Carpet, Wash Floors When Applicable
- Garbage, Recycle

### ENTRY, HALL, STAIRWELL

- Doors, Knobs, Windowsills, Trim, Baseboards, Transom Glass When Applicable
- Stairwell, Railings
- Ceilings for Cobwebs
- Vacuum Including Stairs, Crevices, Wash Floors

# MOVE IN/OUT CLEANING

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### LAUNDRY, MUDROOM

- Washer/Dryer Tops, Fronts, Floor Between Appliances When Applicable
- Cabinet Front Exteriors, Open Shelving
- Countertops, Sinks, Faucets
- Doors, Knobs, Windowsills, Trim, Baseboards
- Blinds When Applicable
- Ceilings for Cobwebs
- Light Fixtures, Intakes
- Vacuum, Wash Floors (get behind doors)
- Garbage, Recycle

### ADDITIONAL SERVICES *Fees Apply*

- Carpet Cleaning
- Clean Picture Glass, Mirrors, Accessories
- Grout Stain Removal and Heavy Mildew Treatment
- Damp Wipe Interior Closet Shelving
- Linen Change, Laundry Service
- Empty/Load Dishwasher/Hand Wash Dishes
- Oven Interior Cleaned (indicate if self-clean)
- Inside Refrigerator, Freezer
- Clean Grates Under Range Hood

### EXCLUSIONS

- No Carpet Cleaning
- No High Ledges or Chandeliers
- No Exterior Windows
- No Garage Cleaning
- No Garbage, Recycle Haul Away
- No Litter Boxes or Cleanup After Pets
- No Interior Fireplace or Woodstove Cleaning
- No Furniture Moving
- No Ceilings Over 12'
- No Ladders Over 6'

### NOTES