Cleaning List

Floors

- Vacuum carpet
- Sweep and mop vinyl/tile flooring

Walls and Ceiling

- Wipe down as needed
- Remove all tape/poster putty
- Bathroom and Vanity Area
  - Clean toilet inside and out
  - Clean the sink inside and out
- Clean the mirror
- Clean the shower
- Dust/wipe all surfaces of vanity cabinet/drawers with damp cloth
- Dust/wipe all surfaces of medicine cabinets with damp cloth
- Windows, Screens and Curtains
- Clean windows and remove sticky items or window clings
- Close and latch all windows, shut blinds/curtains

Recycle Bins/Waste Baskets

- Remove all trash and recyclables
- Clean bins inside and out

Closets/Storage Areas

- Remove all items and clean inside and out

Tack strips, Corkboards and Bulletin Boards

- Remove all tacks and nails

Kitchen (Apartment Only)

- Remove all items from refrigerator/freezer and clean inside and out
- Turn down to warmest setting, but do not turn off. Leave refrigerator/freezer plugged in with the doors shut.
- Clean outside of stove, including burner plates. Leave stove plugged in
- Clean inside of oven thoroughly. See instructions for your building
- Dust/wipe all surfaces of kitchen cabinets/drawers with damp cloth
- Dust/wipe kitchen counter with damp cloth
- Dust/wipe kitchen table with damp cloth

Living Room (Apartment only)

- Remove cushions from sofa & chairs and vacuum. Clean spots from upholstery with damp cloth or fabric safe cleaner
**Personal Bed Space**

- Dust/wipe desk surfaces and inside desk drawers
- Dust/wipe dresser surfaces and inside of drawers
- Dust/wipe wardrobe
- Dust/wipe desk chair surface
- Clean