

This checklist has been created for cleaning companies that Clean people's homes.

Home Owner's Owner Information

Home Owner's Name:	
Property Address:	
Home Owner's Phone Numb	per:
Home Owner's Email:	
Number of Bedrooms:	
Number of Beds: King	Queen Full Twin
Number of Bathrooms:	
What to do if repairs are ne	eded:
Special Requests:	

Cleaning Process: Bedroom 1

	Empty the trash. Dust furniture, fans, window sills, blinds, and other surfaces. Remove sheets and pillows. Inspect for bed bugs (in some states, the property owner can be held liable). Change sheets or make beds. Wash windows. Clean mirrors. Clean counters. Leave a piece of candy on the bed with a note to the customer.
	Vacuum and mop floors. Sanitize door handles and light switches before leaving the room.
lote	Take an after picture.
iore	ə
tta	ch pictures here if using electronic formats:
ารทั	ected by:
IOP	
	ing Process: Bathroom 1
	Take before pictures.
	Take before pictures. Refill or replace soap, shampoo, and conditioner.
	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay.
	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay. Provide a towel per tenant per day +1 extra.
	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay. Provide a towel per tenant per day +1 extra. Empty the trash.
	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay. Provide a towel per tenant per day +1 extra.
	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay. Provide a towel per tenant per day +1 extra. Empty the trash. Dust.
	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay. Provide a towel per tenant per day +1 extra. Empty the trash. Dust. Wash windows and clean mirrors. Clean counters.
	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay. Provide a towel per tenant per day +1 extra. Empty the trash. Dust. Wash windows and clean mirrors. Clean counters. Sanitize shower, bathtub, sinks, and toilets.
	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay. Provide a towel per tenant per day +1 extra. Empty the trash. Dust. Wash windows and clean mirrors. Clean counters.
	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay. Provide a towel per tenant per day +1 extra. Empty the trash. Dust. Wash windows and clean mirrors. Clean counters. Sanitize shower, bathtub, sinks, and toilets. Vacuum and mop floors.
an	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay. Provide a towel per tenant per day +1 extra. Empty the trash. Dust. Wash windows and clean mirrors. Clean counters. Sanitize shower, bathtub, sinks, and toilets. Vacuum and mop floors. Sanitize door handles and light switches. Take an after picture.
an	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay. Provide a towel per tenant per day +1 extra. Empty the trash. Dust. Wash windows and clean mirrors. Clean counters. Sanitize shower, bathtub, sinks, and toilets. Vacuum and mop floors. Sanitize door handles and light switches.
an	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay. Provide a towel per tenant per day +1 extra. Empty the trash. Dust. Wash windows and clean mirrors. Clean counters. Sanitize shower, bathtub, sinks, and toilets. Vacuum and mop floors. Sanitize door handles and light switches. Take an after picture.
an	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x the tenant's stay. Provide a towel per tenant per day +1 extra. Empty the trash. Dust. Wash windows and clean mirrors. Clean counters. Sanitize shower, bathtub, sinks, and toilets. Vacuum and mop floors. Sanitize door handles and light switches. Take an after picture.

Cleaning Process: Bedroom 2

	Take a before picture. Empty the trash. Dust furniture, fans, window sills, blinds, and other surfaces. Remove sheets and pillows. Inspect for bed bugs (in some states, the property owner can be held liable). Change sheets or make beds. Wash windows. Clean mirrors. Clean counters. Vacuum and mop floors. Leave a piece of candy on the bed with a note to the customer. Sanitize door handles and light switches before leaving the room. Take an after picture.
Note	
	cted by:
aan	ing Process: Rathroom 2
ean	ing Process: Bathroom 2 Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x tenant stay.
ean	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x tenant stay. Provide a towel per tenant per day +1 extra. Empty the trash. Dust. Wash windows and clean mirrors.
ean	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x tenant stay. Provide a towel per tenant per day +1 extra. Empty the trash. Dust.
ean	Take before pictures. Refill or replace soap, shampoo, and conditioner. Provide toilet paper equal to 2x tenant stay. Provide a towel per tenant per day +1 extra. Empty the trash. Dust. Wash windows and clean mirrors. Clean counters. Sanitize shower, bathtub, sinks, and toilets. Vacuum and mop floors. Sanitize door handles and light switches. Take after photos.

Cleaning Process: Living Room

	npty the trash.
	ust furniture, fans, window sills, blinds, and other surfaces.
	spect couch for bed bugs (in some states the property owner can be held
	able).
Va	acuum the couch.
	nange sheets if there is a fold-out bed.
	ash windows.
	ean mirrors.
	est the TV. est remote.
	ean the TV.
	acuum and mop floors.
	anitize light switches before leaving the room.
	ake an after picture.
Notes:_	
Inspecte	ed by:
anin	g Process: Dining Room
Ta	g Process: Dining Room ake a before picture. mpty the trash.
Ta	ake a before picture.
Ta	ake a before picture. npty the trash.
Ta En Du	ake a before picture. mpty the trash. ust table, fans, window sills, blinds, and other surfaces. anitize the table before leaving the room. ash windows.
Ta En Du Sa W	ake a before picture. mpty the trash. ust table, fans, window sills, blinds, and other surfaces. anitize the table before leaving the room. ash windows. ean mirrors.
Ta En Du Sa W	ake a before picture. mpty the trash. ust table, fans, window sills, blinds, and other surfaces. anitize the table before leaving the room. ash windows. ean mirrors. acuum and mop floors.
Ta En Du Sa W CI Va	ake a before picture. mpty the trash. ust table, fans, window sills, blinds, and other surfaces. anitize the table before leaving the room. ash windows. ean mirrors. acuum and mop floors. anitize light switches before leaving the room.
Ta En Du Sa W CI Va	ake a before picture. mpty the trash. ust table, fans, window sills, blinds, and other surfaces. anitize the table before leaving the room. ash windows. ean mirrors. acuum and mop floors.
Ta En Du Sa W CI Va Sa Ta	ake a before picture. mpty the trash. ust table, fans, window sills, blinds, and other surfaces. anitize the table before leaving the room. ash windows. ean mirrors. accuum and mop floors. anitize light switches before leaving the room. ake an after picture.
Ta En Du Sa W CI Va Sa Ta	ake a before picture. mpty the trash. ust table, fans, window sills, blinds, and other surfaces. anitize the table before leaving the room. ash windows. ean mirrors. acuum and mop floors. anitize light switches before leaving the room.
Ta En Du Sa W CI Va Sa Ta	ake a before picture. mpty the trash. ust table, fans, window sills, blinds, and other surfaces. anitize the table before leaving the room. ash windows. ean mirrors. accuum and mop floors. anitize light switches before leaving the room. ake an after picture.
Ta En Du Sa U Va U Sa U Ta Notes:	ake a before picture. mpty the trash. ust table, fans, window sills, blinds, and other surfaces. anitize the table before leaving the room. ash windows. ean mirrors. accuum and mop floors. anitize light switches before leaving the room. ake an after picture.
Ta En Du Sa W CI Va Sa Ta	ake a before picture. mpty the trash. ust table, fans, window sills, blinds, and other surfaces. anitize the table before leaving the room. ash windows. ean mirrors. accuum and mop floors. anitize light switches before leaving the room. ake an after picture.

Cleaning Process: Kitchen

Sent by: _

Take before pictures. Refill or replace hand soap and dish soap. Clean inside the refrigerator, oven, microwave, and other appliances. Wash the dishes. Wash windows and mirrors. Clean counters. Sanitize sinks. Vacuum and mop floors. Sanitize door handles and light switches. Take after photos. Notes:
Attach pictures here if using electronic formats:
Inspected by:
Leaving Property
Take out the trash and dirty linens. Set the alarm. Lock the door(s). Leave a door hanger or meet the customer at the arranged time and place. Send documentation to the client.