

LESLIE'S CLEANING SERVICES

Using Science to Clean for Health

Move In/Move Out Checklist

Kitchen

- Clean inside/outside of refrigerator
- Clean inside of oven
- Clean stovetop
- Clean stove hood and filters
- Clean inside/outside of microwave
- Clean inside/outside of dishwasher
- Clean & disinfect countertops and backsplash
- Clean inside/outside of cabinets
- Clean/disinfect/polish sinks and faucets
- Dust ceiling corners
- Hand dust all horizontal surfaces
- Hand wipe baseboards
- Vacuum floor rugs
- Vacuum and hand wipe heating/cooling vent grills
- Hand wipe light fixtures
- Clean light switches
- Clean window sills and tracks
- Dust windowpane and frame
- Vacuum and wipe blinds
- Wipe down doors and frames
- Dust inside pantry and wipe door, frame, and shelves
- Vacuum floors
- Mop hard floors

Foyer, Living, Family, Dining, Office, Bedroom & Other (Dry) Rooms

- Thorough hand dusting of all horizontal surfaces
- Long dust ceiling & corners
- Long dust ceiling fans (if reachable with a long pole and 2-step ladder)
- Clean sliding glass door and track
- Clean mirrors
- Vacuum and hand wipe heating/cooling vent grills
- Hand clean light fixtures inside/outside and disinfect switches
- Hand wipe baseboards
- Clean window sills and tracks
- Dust windowpane and frame

- Vacuum and wipe blinds
- Wipe down door and frame
- Dust inside closets and wipe doors, frames, and shelves
- Vacuum floors
- Mop hard floors

Bathrooms

- Clean and disinfect tubs and showers, remove soil and rings
- Clean shower doors and remove hard water spots
- Clean mirrors
- Clean interior/exterior of vanities
- Clean/disinfect/polish countertops, sinks and faucets
- Clean and disinfect toilets
- Vacuum and hand clean heating/cooling vent grills
- Hand wipe baseboards
- Long dust ceiling & corners
- Hand wipe light fixtures inside/outside and disinfect switches
- Clean and disinfect towel bars
- Thorough hand dusting of all horizontal surfaces
- Clean window sills and tracks
- Dust windowpane and frame
- Vacuum and wipe blinds
- Wipe down door and frame
- Vacuum floors
- Mop hard floors

Laundry Room/Utility Room

- Thorough hand dusting of all horizontal surfaces
- Long dust ceiling & corners
- Hand clean inside/outside of light fixtures
- Disinfect lightswitches
- Hand wipe baseboards
- Wipe down inside/outside of washer/dryer
- Clean window sills and tracks
- Dust windowpane and frame
- Vacuum and wipe blinds
- Vacuum and wipe blinds
- Wipe down door
- Vacuum floors
- Mop hard floors

Finally

- Retrieve all cleaning supplies
- Lights off
- Check air conditioning/heat
- Close & lock doors and windows
- Set Alarm

Stairs and Staircase

- Wipe down rails
- Clean window sills and tracks
- Dust windowpane and frame
- Vacuum and wipe blinds
- Long dust ceiling & corners
- Hand wipe baseboards
- Vacuum floors
- Mop hard floors

Date: _____

Cleaning Technician: _____

Notes:
