<u>Deep Clean Checklist</u> *Everything included in a Standard Cleaning is also included in a deep cleaning

Throughout the Unit-

Cleaning of all ceiling fans Cleaning of all ceiling vents High dusting of all picture frames High dusting of all shelves Removal of cobwebs along ceilings and in corners Cleaning of light fixtures Spot clean walls Vacuum all floors including under furniture and behind *Note we can not move all furniture per our insurance please inquire directly Mopping all floors Cleaning of all baseboards Removal of trash Dry dust blinds/curtains Wash all doors Clean interiors/exteriors of all drawers Reorganize items within Clean interior/exterior of all cabinets Reorganize items within Clean interior/exterior of all closets Reorganize items within Wipe down trash containers interior/exterior Clean windowsills and ledges Wipe down frequently touched items such as door handles, light switches, TV remotes and cabinet handles Clean all reachable interior windows

Bathroom-

Clean and disinfect toilet and toilet bowl Clean, sanitize and shine shower/tub Wash shower curtain Sweep, Mop, and sanitize floor Wipe out interior and exteriors of drawers, cabinets, and closets Reorganize drawers, cabinets, and closets

Kitchen-

Empty clean dishes from dishwasher (if applicable) Using the clean setting run the dishwasher empty and wipe out interior/exterior when finished Clean, disinfect and shine sink Clean and sanitize counter tops and tables Wipe down the interior and exteriors of refrigerator Wipe down the interior and exterior of microwave oven Wipe down the interior and exterior of cabinets, cupboards and drawers. Remove trash and replace with a clean liner (if applicable) Empty crumbs from toaster Clean interior and exterior of oven *Note we do not use heat cleaning cycles on the ovens

Clean all chairs and bar-stools

Bedrooms-

Clean and sanitize interiors and exteriors of dressers and tables Make beds

Living Areas-

Straighten up couches, chairs, pillows, throw blankets and furniture in an aesthetic manner (where applicable) Clean and sanitize any tables, counters, shelves, and chairs. Dust TV Check sleeper sofa beds for soiled linens, wash, fold and store neatly in closet for guests (where applicable)

Porches-

Sweep *Weather permitting Remove trash Knock down cobwebs Clean windows and glass doors Clean furniture and sanitize any tables, chairs or other furniture