

CLEANING CHECKLIST	Tick
Open Windows Throughout The Whole Property While You Clean – Then Close Again On Departure.	
Kitchen	
Check Fridge/Freezer & Cupboards for abandoned food empty and wipe out if necessary.	
Check the Dishwasher is empty & clean	
Check & clean Oven	
Check & Clean Hob	
Check & Clean Grill	
Check & Clean Cooker Hood – Smear free	
Check & Clean Microwave & Toaster.	
Check Washer/ Dryer (check for left items) Clean Detergent Draw	
Ensure Crockery/ Cutlery/ Cooking Utensils are clean & are stored in the correct place.	
Look at your inventory list and check the correct amount of equipment is there.	
Wipe down all Kitchen Work Tops	
Wipe down all Cupboard Fronts	
Wipe down the Sink & Draining Board – Leave Smear Free	
Replace the cleaning clothes & products if necessary.	
Replace the tea towels	
Empty the bin & replace the liner.	
Hoover the floor area.	
Mop the floor area.	
Check the lights work.	
Check all appliances turn on and make sure they are switched off for safety.	
Living/ Dining Area.	
Check under all furniture for left Items & down cushions on sofa.	
Polish all surfaces including furniture.	
Polish the Television and all other appliances.	
Check the Television Works.	
Hoover sofa and cushions.	
Hoover area including under sofa, table & chairs & other removable furniture.	
Mop area if hard flooring.	

Plump cushions on sofa.	
Make up sofa bed if required.	
Empty the bin	
Bathroom	
Toilet – clean & bleach.	
Bath – clean & bleach & leave the taps smear free.	
Shower area – clean & bleach.	
Clean Shower Screen & leave smear free.	
Check shower is working properly.	
Wash down all tiles (Use Mould Spray)	
Basin – clean & bleach & leave the taps smear free.	
Check the toilet brush is clean.	
Replace toilet paper, soaps & shower gel.	
Hoover the floor.	
Mop the floor.	
Replace the required towels.	
Empty the bin	
Polish the mirrors to a smear free finish.	
Bedrooms.	
Check the wardrobe and draws & under the bed for any left items.	
Wipe down and dust all the surfaces to include furniture & headboard.	
Polish all Mirrors to a smear free finish.	
Hoover all the carpet area.	
Replace the required bed linen.	
Replace the required towels.	
Change the mattress & pillow protectors if required.	
Hallways	
Dust all pictures & skirting boards.	
Polish all mirrors to a smear free finish.	
Hoover area.	
Mop if required.	
Wipe down bannister rail.	
Check all the light bulbs in the property are working and replace if not working.	

