



## CLEANING CHECKLIST

To ensure there is no deduction from your security deposit for cleaning fees please use this as a guide to cleaning your unit upon move-out. **Please leave all door keys/pool fobs/mail keys on kitchen counter:**

### General:

1. Clean all windows and wipe down window sills and clean/dust blinds
2. Wipe down inside and outside of all doors
3. Wipe off all baseboards.
4. Clean out fireplace, if applicable
5. Clean/mop all hard surface floors (hardwood, tile, vinyl etc.).
6. All carpeting is to be vacuumed and **professionally cleaned** after furniture is moved out  
\*Make sure you vacuum carpet before cleaners come in\*
7. Clean all light fixtures throughout unit and replace any burnt out bulbs
8. Replace all air filters for the heating/air system
9. Dust and clean all ceiling fans

### Kitchen general:

1. Clean all surfaces (counter tops, stove top, sink, cupboards, and drawers)
2. Remove shelf paper
3. Clean inside and out of dishwasher and range hood
4. Clean inside and outside of microwave
5. Mop kitchen floor, including under the movable appliances.

### Refrigerator:

1. Clean outside/inside/top of refrigerator including vegetable drawers
2. Move refrigerator out from wall and clean underneath. DO NOT TURN OFF!
3. Clean out freezer.
4. Leave Ice Maker in OFF position.

### Stove:

1. Clean inside of oven, top of stove, under elements, pan drawer, exhaust fan, hood.
2. Clean lower drawer and pull out lower drawer and clean under drawer
3. Clean outside of stove
4. Replace drip pans

### Bathrooms:

1. Mop floors
2. Clean bathtub, tile around the tub, sink, door and fixtures
3. Clean inside and outside of toilet
4. Clean the inside of drawers/cabinets and wipe down the outside
5. Clean mirror

### Exterior:

1. Sweep out garage and remove cobwebs
2. Mow lawn and weed flower beds if you are responsible for yard maintenance
3. Haul away all garbage (inside and out)