

## Keen Eye Cleaning Service, LLC: Residential Cleaning Checklist

	Initial	Maintenance	Move-in / Move-out
<b>General Interior</b>			
Dusting / wiping furniture	x	x	n/a
Remove Cobwebs from walls and ceilings	x	x	x
Vacuum all wall and ceiling vents	x	as needed	x
Vacuum all carpets	x	x	x
Fireplace (s) should be cleaned of all debris			x
Vacuum or dust drapes	x	as needed	n/a
Clean around all door frames	x	as needed	x
Dust ceiling fans	x	as needed	x
Clean glass doors	x	x	x
Clean mirrors / glass doors	x	x	x
Wipe window sills	x	x	x
Clean prints on windows / doors	x	x	x
Vacuum rugs	x	x	n/a
Empty trash	x	x	x
Vacuum & Mop wood and tile floors	x	x	x
Spot clean doors and walls	x	x	x
Wash baseboards	x	as needed	x
Dust light fixtures	x	x	x
<b>Kitchen</b>			
Clean countertops	x	x	x
Remove cobwebs from walls and ceilings	x	x	x
Wipe down all pantry shelves			x
Clean out drawers			x
Vacuum / Mop wood and tile floors	x	x	x
Clean inside / outside microwave	x	x	x
Clean all appliances outside	x	x	x
Spot clean outside of cabinets	x	x	x
Clean baseboards	x	as needed	x
Clean stove hood	x	x	x
Polish stainless steel appliances	x	x	x
Clean exterior of stove	x	x	x
Wipe down all light switches	x	x	x
Vacuum kitchen rug as needed	x	x	n/a

Clean outside / on top of refrigerator	X	X	X
Clean and polish sink & faucet	X	X	X
Mop floors	X	X	X
Clean / Sanitize / Polish sinks	X	X	X
Clean the outside of all appliances	X	X	X
Wipe down all windowsills	X	as needed	X
Dust ceiling fans	X	X	X
Wipe down light fixtures, ceiling fans and switches	X	X	X
Empty trash	X	X	X
Dust blinds	X	X	X
Clean inside of stove			X
Clean inside dishwasher			X
Clean inside of refrigerator			X
Clean inside cabinets			X
<b>Bathrooms</b>			
Clean mirrors	X	X	X
Vacuum all wall and ceiling vents	X	as needed	X
Clean exterior of vanities	X	X	X
Clean interior of vanities			X
Clean sinks	X	X	X
Polish faucet	X	X	X
Spot clean the outside of cabinets	X	X	X
Spot clean the door on both sides	X	as needed	X
Clean soap, toothbrush holder	X	X	X
Clean toilet	X	X	X
Clean tub and shower	X	X	X
Remove cobwebs from walls and ceilings	X	X	X
Clean baseboards and floors	X	as needed	X
Wipe down all windowsills	X	as needed	X
Clean inside of cabinets			X
<b>Living Areas / Dining Room</b>			
Dust all corners and horizontal surfaces (high/low)	X	X	X
Vacuum and Mop wood and tile floors	X	X	X
Dust blinds	X	X	X
Vacuum all vents	X	as needed	X

Remove cobwebs from walls and ceilings	x	x	x
Wipe down all windowsills	x	as needed	x
Wipe sliding glass doors	x	x	x
Clean all glass and mirrors	x	x	x
Dust ceiling fans	x	as needed	x
Clean light fixtures, switches	x	x	x
<b>Bedrooms</b>			
Dust / wipe all surfaces	x	x	x
Dust ceiling fans	x	as needed	x
Vacuum / Mop wood floors	x	x	x
Make all beds	x	x	n/a
Clean all glass and mirrors	x	x	x
Dust furniture	x	x	n/a
Clean light fixtures and switches	x	x	x
Dust blinds, windowsills and ceiling fans	x	x	x
Remove cobwebs from walls and ceilings	x	as needed	x
Dust corners (high/low)	x	x	x
Clean baseboards	x	as needed	x

An Eco-Friendly Solution