

SYSTEMATIC CLEANING CHECKLIST

Date: _____ Area: Whole Property Cleaner: _____

01 KITCHEN & DINING SYSTEM: TOP-TO-BOTTOM

Dust light fixtures and cabinet tops	Weekly
Degrease backsplash and stovetop	Daily
Sanitize counters and sink basin	Daily
Wipe exterior of all appliances	Weekly

02 BATHROOMS SYSTEM: WET-TO-DRY

Scrub bathtub, shower walls, and glass	Weekly
Disinfect toilet (base, tank, and bowl)	Daily/Weekly
Polish mirrors and chrome fixtures	Weekly

03 LIVING & SLEEPING AREAS SYSTEM: LEFT-TO-RIGHT

Dust all flat surfaces and electronics	Weekly
Vacuum upholstered furniture	Bi-Weekly
Tidy items and straighten pillows	Daily

04 FLOOR CARE & FINISHING SYSTEM: PERIMETER-TO-EXIT

Vacuum all carpets and rugs Weekly

Sweep and damp-mop hard flooring Weekly

Empty all waste bins and sanitize Daily

ADDITIONAL NOTES / MAINTENANCE REQUIRED: