



RENTAL PROPERTY MANAGEMENT

Cleaning Checklist

KITCHEN		LIVING ROOM		STAIRS & HALLWAY	
light fixtures/fan blades		light fixtures/fan blades		light fixtures	
cabinets inside/ out (incl hinges)		window track, sills & frames		cold air return	
backsplash		dust all wood trim		closet door & door frames	
sink & counter		wipe down fireplace, mantle & hearth		closet shelving (incl wired)	
drawers inside & out		fireplace clean glass		plant shelves (if applicable)	
stove top, under stove top (lift lid) & oven		switch plates & outlet covers		switch plates & outlet covers	
stove bottom drawer		doors & door frames		stair hand rails & railings	
microwave inside & out		baseboards & wainscoting		baseboards	
dishwasher (top & sides of door)		heat vents (vacuum & install covers)		vacuum carpeted areas	
fridge inside & out; dust/vacuum behind		vacuum carpet areas		mop hard surface floors	
heat vents (vacuum & install covers)		mop hard surface floors		clean all blinds	
floors (vacuum carpet areas/mop hard surface(s))		clean all blinds		GARAGE	
window track, sills & frames		DINING ROOM		sweep	
dust all wood trim		light fixtures/fan blades		remove all personal items	
switch plates & outlet covers		window track, sills & frames		LAUNDRY ROOM	
clean all blinds		dust all wood trim		sink	
KITCHEN EATING AREA		switch plates & outlet covers		washer/dryer - wipe down interior/ exterior and empty lint screen	
light fixtures/fan blades		doors & door frames		light fixtures	
doors & door frames		baseboards & wainscoting		cabinets inside & out (incl hinges)	
baseboards & wainscoting		heat vents (vacuum & install covers)		dust all wood trim & doors	
heat vents (vacuum/install covers)		floors (vacuum carpet areas & mop hard surface(s))		heat vents (vacuum & install covers)	
window track, sills & frames		clean all blinds		vacuum carpet areas	
dust all wood trim		BONUS ROOM		mop hard surface floors incl under appliances)	
floors (vacuum carpet areas/mop hard surface(s))		fireplace, mantle & hearth		clean all blinds	
switch plates & outlet covers		light fixtures / fan blades		YARD	
dust all wood trim		window track, sills & frames		mow & trim	
clean all blinds		dust all wood trim		remove all trash & debris	
		fireplace clean glass		MISC	
		floors (vacuum carpet areas & mop hard surface(s))		dust walls & ceiling corners	
		cabinet inside & out (incl hinges)		remove all personal items	
		switch plates & outlet covers		remove all trash/debris	
		doors & door frames		sweep patio, porches & decks	
		baseboards & wainscoting			
		heat vents (vacuum & install covers)			
		clean all blinds			



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FAMILY ROOM		BATHROOMS		BEDROOMS	
light fixtures/fan blades		clean vent covers		light fixtures/fan blades	
cold air return (remove dust, replace)		light fixtures		window track, sills & frames	
window track, sills & frames		window track, sills & frames		closet shelves (including wire shelving)	
dust all wood trim		tub & tub area		switch plates & outlet covers	
wipe down fireplace, mantle & hearth		shower, walls, doors, frame & shower base		doors & door frames	
fireplace insert clean glass		mirror(s)		baseboards & wainscoting	
clean all blinds		sink & counter		heat vents (vacuum & install covers)	
switch plates & outlet covers		cabinet inside & out (incl hinges)		vacuum carpet areas	
doors & door frames		drawers inside & out (incl slider rails)		mop hard surface floors	
baseboards & wainscoting		under btm drawer (removal of all items & vacuum)		dust all wood trim	
heat vents (vacuum & install covers)		toilet/toilet area		clean all blinds	
vacuum carpeted areas		accessories-toilet paper holder & towel holders			
mop hard surfaces		switch plates and outlet covers			
		doors & door frames			
		baseboards			
		heat vents (vacuum & install covers)			
		vacuum carpet areas			
		mop hard surfaces			
		clean all blinds			

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