

CLEANING CHECKLIST

If you prefer to clean the apartment or house yourself, you will need to clean it to the following specifications:

The apartment or home should be returned as clean as the day you moved in.

Most of our residents maintain their apartment/home but please be aware that professional cleaning services cover special details that residents sometimes overlook.

Cleaning Specifications Checklist

Bedrooms, Dining room and Living Room: Clean all areas **completely**. The apartment (including the patio) is to be free of all personal belongings, trash and dirt. The doors & threshold areas must be clean and free of dirt.

_____ Clean light fixtures (inside & out)	Remove all Shelf Paper
_____ Wipe-out drawers and shelves	Clean doors and cabinets
_____ Clean Ceiling Fans	Professionally clean carpet & clean other floors depends on Unit Size
_____ Clean windows, tracks & sills	Brush off cobwebs
_____ Clean heater vents	Remove stains from carpet/flooring
_____ Clean verticals & blinds	Clean baseboards
_____ Smoke alarm-replace batteries	
_____ Clean closet rods & shelves	

Bathroom(s): clean shower & tub completely so it is free of soap film & hair. Toilets must have all rings & lime build-up removed & cleaned thoroughly around the base. Wipe vanities inside and out.

_____ Scrub shower surface & grout	Clean all light fixtures & fan
_____ Scrub & clean tub	Scour sink
_____ Clean mirrors	Wash floor, baseboards & corners of floors
_____ Clean medicine cabinet and shelves	Clean toilet

Kitchen: Remove any shelf paper and wipe down cabinets. Clean oven, oven racks, broiler pan, drip pans, burner rings, area under the stovetop, refrigerator, dishwasher, etc., interior and exterior hood and vents so they are free of grease.

_____ Clean hood fan & screen	Scrub stove, drip pans, burners
_____ Clean under drip pan	Clean under stove-remove drawers
_____ Clean & wipe cabinets & counters,	Wash walls, floor, baseboards
_____ Clean behind refrigerator and stove	Clean light fixtures
_____ Clean cupboards and pantry	Clean microwave inside and out
_____ Clean oven inside and out	Clean refrigerator inside and out

There is no discount for an attempt to clean or partial cleaning. To avoid a cleaning charge being deducted from the Security Deposit, please follow the above guidelines or use our approved vendor.