Sample Priority Checklist

Kitchen/Laundry Room

- ❑ Clean fronts of cabinets.
- ❑ Clean all appliances.
- ❑ Clean items/small appliances on counters.
- ❑ Disinfect counters
- ❑ Clean sink & shine faucets.
- ❑ Clean outside of washer & dryer.
- ❑ Dust baseboards, then Vacuum & Mop floors.
- ❑ Move light furniture and area rugs to clean floor.
- ❑ Shake area rugs outside before replacing on clean floor.
- ❑ Empty trash.

Bathrooms:

- ❑ Clean toilet, tub, shower & tile.
- ❑ Clean glass, mirrors & shine faucets.
- ❑ Dust picture frames & knick-knacks.
- ❑ Clean towel racks & straighten towels.
- ❑ Dust baseboards, then Vacuum & Mop floors.
- ❑ Move light furniture and area rugs to clean floor.
- ❑ Shake area rugs outside before replacing on clean floor.
- ❑ Empty trash.

Entry/Living Areas/Bedrooms:

- ❑ Make Bed.
- ❑ Cobweb corners & dust ceiling fans, light fixtures and vents.
- ❑ Dust window blinds & sills.
- ❑ Polish furniture.
- ❑ Clean glass, mirrors and glass doors.
- ❑ Vacuum furniture with attachments.
- ❑ Dust baseboards, then vacuum & mop floors.
- ❑ Move light furniture and area rugs to clean floor.
- ❑ Shake area rugs outside before replacing on clean floor.
- ❑ Empty trash.

If Time...

- ❑ Wipe out inside of refrigerator.
- ❑ Clean outdoor patio furniture.
- ❑ Sweep front walkway.
- ❑ Sweep patio area.

Suggested Supplies & Equipment

General Surfaces

- ❑ Glass (Windex, Sprayway. Etc.)
- ❑ Stone/Granite (Weiman, 409, Etc.)
- ❑ All Purpose Cleaner (Mr. Clean, Pine Sol, Etc.)

Dusting

- ❑ Extension Duster
- ❑ Microfiber Clothes
- ❑ Dusting Spray/Polish (Pledge, Endust, Etc.)

Special Surfaces

- ❑ Magic Erasers
- ❑ Leather Cleaner (Weiman, Zep, Etc.)
- ❑ Mildew Remover (Clorox, Lysol, Etc.)
- ❑ Wood Floor (Bona, Orange Glo, Etc.)
- ❑ Laminate Floor (Armstrong, Zep, Etc.)
- ❑ Stainless Steel (Weiman, Sprayway, Etc.)
- ❑ Scrubbing Cleanser (Soft Scrub, Comet, Etc.)
- ❑ Toilet Bowl Cleaner & Wand (Lysol, Clorox, Etc.)

Equipment

- ❑ Vacuum with attachments
- ❑ Mop & Bucket
- ❑ Supply Caddy
- ❑ Broom & Dustpan
- ❑ Paper Towels, Rags, Sponges

Please Check with Manufacturers for Recommended Products