

# 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