

## QUALITY CONTROL CHECKLIST

Customer Name: \_\_\_\_\_

Date: \_\_\_\_\_

### BASIC WEEKLY CLEANING

#### Bathrooms

- \_\_\_ Tile walls, bathtubs and showers
- \_\_\_ Shower doors
- \_\_\_ Vanity and sinks
- \_\_\_ Mirrors
- \_\_\_ Floors vacuumed and mopped
- \_\_\_ Toilets
- \_\_\_ Dusting
- \_\_\_ Fronts of cabinets spot cleaned
- \_\_\_ Empty trash
- \_\_\_ Baseboards

#### Kitchen

- \_\_\_ Countertops
- \_\_\_ Top and front of range
- \_\_\_ Drip pans
- \_\_\_ Sinks
- \_\_\_ Exterior appliances
- \_\_\_ Floors vacuumed and mopped
- \_\_\_ Microwave
- \_\_\_ Dusting
- \_\_\_ Fronts of cabinets spot cleaned
- \_\_\_ Empty trash

#### Bedrooms

- \_\_\_ Linens changed
- \_\_\_ Furniture dusted
- \_\_\_ Pictures dusted
- \_\_\_ Window sills
- \_\_\_ Knick-knacks dusted
- \_\_\_ Floors vacuumed and mopped
- \_\_\_ Empty trash

#### Other living areas

- \_\_\_ Furniture dusted
- \_\_\_ Pictures dusted
- \_\_\_ Window sills dusted
- \_\_\_ T/V, computer screens
- \_\_\_ Mirrors
- \_\_\_ Floors vacuumed and mopped
- \_\_\_ Empty trash
- \_\_\_ Storm doors, sliding glass doors , french doors cleaned

### ROTATING BASIS

#### All rooms

- \_\_\_ Cobwebs removed
- \_\_\_ Doors dusted
- \_\_\_ Fingerprints from doors and light switches removed
- \_\_\_ Return air vents dusted
- \_\_\_ Baseboards
- \_\_\_ Mini blinds dusted
- \_\_\_ Ceiling fans cleaned
- \_\_\_ Light fixtures cleaned
- \_\_\_ Exterior cabinets cleaned
- \_\_\_ Edges of carpet vacuumed

\*other services available upon request

EMPLOYEE SIGNATURES: \_\_\_\_\_