



KERI MAID, LLC
Superior Cleaning

RESIDENTIAL CHECKLIST

This is the list we utilize to clean your home. Please cross off any cleaning tasks that you do not want to have performed. Add any cleaning tasks to the blank spaces below to suit your individual needs.

Living Room:

- Dusting (pictures, doors, lights, vents, tv stands, dressers, bookshelves, sculptures, fans, artificial plants, and any other hard surface that requires dusting).
- Vacuum couches outside and inside. Lint roll the couch.
- Vacuum chairs.
- Clean wood surfaces with Pledge.
- Clean remote controls with Clorox wipes.
- Clean door handles with Clorox wipes. Clean any handprints, smudges around handles.
- Clean light switches and switch plates.
- Spot clean walls with cleaner/tools appropriate to finish.
- Clean baseboards with cleaner/tools appropriate to finish.
- Clean windowsills with cleaner/tools appropriate to finish. Clean window tracks with glass cleaner and brush on heavily soiled tracks.
- Dust blinds and spot clean as needed.
- Clean inside of windows with glass cleaner, never use a ladder.
- Clean mirrors with glass cleaner.
- Clean sliding glass doors and French doors with glass cleaner. Clean the track with cleaner/tools appropriate to finish.
- Shake out throw rugs if we are able.
- Vacuum throw rugs (only with client's permission).



- Vacuum carpet.
- Sweep hard surface floors.
- Mop hard surface floors, changing mop water as frequently as necessary.

Additional items required: _____

Kitchen:

- Dust throughout kitchen, including pictures/wall hangings and objects on the counters (use damp cloth to clean if grease buildup is an issue).
- Do the dishes and start the dishwasher.
- Clean microwave inside and out with cleaner/tools appropriate to finish.
- Clean microwave plate.
- Wipe down stove hood with cleaner/tools appropriate to finish.
- Wipe down top cabinets, paying attention to the area behind knobs/pulls.
- Clean backsplash with cleaner/tools appropriate to finish.
- Clean counter tops with appropriate cleaner, paying attention to spaces under countertop appliances.
- Clean sink with cleaner/tools appropriate to finish.
- Scrub drain and clean basket strainer(s).
- Wipe down faucets with cleaner/tools appropriate to finish.
- Clean outside of refrigerator with cleaner/tools appropriate to finish, opening doors and cleaning finished edges of doors.



- Wipe down outside of trash can.
- Clean stove top with cleaner/tools appropriate to finish.
- Remove knobs from stove and clean, never over open garbage disposal side of sink.
- Clean exterior of stove and replace knobs.
- Clean outside of dishwasher with cleaner/tools appropriate to finish.
- Wipe down lower cabinets, paying attention to the area behind knobs/pulls.
- Clean inside of windows with glass cleaner, never use a ladder.
- Clean sliding glass doors and French doors with glass cleaner. Clean the track with cleaner/tools appropriate to finish.
- Clean windowsills with cleaner/tools appropriate to finish. Clean window tracks with glass cleaner and brush on heavily soiled tracks.
- Clean light switches and switch plates.
- Empty garbage and replace liner.
- Dust blinds and spot clean as needed.
- Clean baseboards with cleaner/tools appropriate to finish.
- Sweep all hard surface floors.
- Mop hard surface floors, beginning with clean water and changing as frequently as necessary.

Additional Items Required: _____



Bathrooms:

- Dust throughout bathroom, including pictures/wall hangings and objects on the counter.
- Clean mirrors with glass cleaner, including shaving and hand-held mirrors.
- Clean counters with cleaner/tools appropriate to finish.
- Clean sinks, scrubbing around drains and cleaning inside the overflow drain.
- Clean faucets with cleaner/tools appropriate to finish.
- Wipe down cabinets with cleaner/tools appropriate to finish.
- Dust/clean inside of cabinet drawers.
- Dust blinds and spot clean as needed.
- Clean inside of windows with glass cleaner, never use a ladder.
- Clean windowsills with cleaner/tools appropriate to finish. Clean window tracks with glass cleaner and brush on heavily soiled tracks.
- Clean toilets in the following manner: top and sides of tank, flush lever, seat lid, toilet seat, underside of toilet seat, area between seat and tank, rim of toilet, outside of bowl all the way to the floor as well as back and sides of bowl. Clean inside of bowl and under rim. Pumice stone any staining on porcelain.
- Fold the toilet tissue into a triangle.
- Shake out area rugs.
- Clean tub/shower with cleaner/tools appropriate to finish, letting cleaner sit to work on any tough areas. Move shower items and clean under them. Clean around drain and overflow with brush. Clean and polish handles, trim plates, tub spouts and shower heads with cleaner appropriate to finish.
- Clean door handles with Clorox wipes. Clean any handprints, smudges around handles.
- Wipe down doors inside and out.



- Clean light switches and switch plates.
- Spot clean walls with cleaner/tools appropriate to finish.
- Clean baseboards with cleaner/tools appropriate to finish.
- Wipe down outside of trash can.
- Empty garbage and replace liner.
- Sweep all hard surface floors.
- Mop hard surface floors, beginning with clean water and changing as frequently as necessary.

Additional Items Required: _____

Dining Area:

- Dust throughout, including pictures/wall hangings and all hard surfaces that require dusting. Dust all fans and lights.
- Clean tabletop with cleaner/tools appropriate to finish. Clean table apron and legs as necessary.
- Clean all chairs with cleaner/tools appropriate to finish, including back, seat and legs.
- Vacuum throw rugs (only with client's permission).
- Spot clean walls with cleaner/tools appropriate to finish.
- Clean baseboards with cleaner/tools appropriate to finish.
- Clean inside of windows with glass cleaner, never use a ladder.



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- Clean sliding glass doors and French doors with glass cleaner. Clean the track with cleaner/tools appropriate to finish.
- Vacuum carpet.
- Sweep all hard surface floors.
- Mop hard surface floors, beginning with clean water and changing as frequently as necessary.

Additional Items Required: _____

Laundry Area:

- Dust throughout, including pictures/wall hangings and all hard surfaces that require dusting. Dust all fans and lights.
- Clean sink, scrub drain and clean basket strainer.
- Clean faucet with cleaner/tools appropriate to finish.
- Clean counter with cleaner/tools appropriate to finish.
- Wipe down cabinets with cleaner/tools appropriate to finish.
- Wipe down outside of washer and dryer.
- Clean door handles with Clorox wipes. Clean any handprints, smudges around handles.
- Wipe down doors inside and out.
- Clean inside of windows with glass cleaner, never use a ladder.



- Clean light switches and switch plates.
- Spot clean walls with cleaner/tools appropriate to finish.
- Clean baseboards with cleaner/tools appropriate to finish.
- Shake out area rugs.
- Wipe down outside of trash can.
- Empty garbage and replace liner.
- Sweep all hard surface floors.
- Mop hard surface floors, beginning with clean water and changing as frequently as necessary.

Additional Items Required: _____

Bedrooms:

- Dusting (pictures, doors, lights, vents, tv stands, dressers, bedside tables, bookshelves, sculptures, fans, artificial plants, and any other hard surface that requires dusting).
- Clean wood surfaces with Pledge.
- Clean remote controls with Clorox wipes.
- Clean door handles with Clorox wipes. Clean any handprints, smudges around handles.
- Wipe down doors inside and out.
- Clean light switches and switch plates.



- Clean mirrors with glass cleaner.
- Clean inside of windows with glass cleaner, never use a ladder.
- Clean sliding glass doors and French doors with glass cleaner. Clean the track with cleaner/tools appropriate to finish.
- Make the bed.
- Spot clean walls with cleaner/tools appropriate to finish.
- Clean baseboards with cleaner/tools appropriate to finish.
- Vacuum throw rugs (only with client's permission).
- Vacuum carpet.
- Sweep all hard surface floors.
- Mop hard surface floors, beginning with clean water and changing as frequently as necessary.

Additional Items Required: _____

Hallway:

- Dusting (pictures, wall décor and anything that needs dusting)
- Spot clean walls with cleaner/tools appropriate to finish.
- Clean baseboards with cleaner/tools appropriate to finish.
- Vacuum carpet.
- Sweep all hard surface floors.
- Mop hard surface floors, beginning with clean water and changing as frequently as necessary.



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Comments:

From all of us at Keri Maid, thank you for giving us the opportunity to provide this service to you. We are dedicated to helping you maintain a clean, comfortable home with a cleaning schedule tailored to your individual requirements and your unique lifestyle.