

VACATING CLEANING CHECKLIST

GENERAL

Ceilings/Cornices- Remove any cobwebs, dirty marks & mould

Ceiling Fans- Wash blades on both sides + fittings to remove dust & dirt

Light Fittings-Clean outside of light shade & if possible detach & clean inside of shade, removing any insects

Walls- Wipe over walls to remove any scuff marks or hand prints

Light Switches/Power Points- wipe over all switches + cover plates

Skirting Boards- Vacuum and then wipe over to remove dust & dirt

Doors/ Security Screens- Clean front, back, top and inside edge of doors

Windows/Screens- Clean inside + outside of both windows and screens, clean window frames + sills

Tracks- Sliding door/Window- vacuum tracks + wipe out with a damp cloth

Curtains- Check to see if washable otherwise dry-clean only & re-hang

Blinds- Dust over and remove any dirty marks from blinds. Venetian blinds- wash each individual slate on both sides

Flooring- Carpet-to be vacuumed + professionally cleaned

Flooring-Tiles/Timber- Vacuum and mop

Air-Conditioners- Clean outside of unit, dust inside and clean filters

KITCHEN

Cupboards & Drawers- Clean inside and outside of all cupboards + drawers, clean any drawer inserts and wipe over the top of cupboards

Hot-plates-Clean all components and surrounds, clean control panel + knobs

Oven- Clean interior walls, door, shelves, grill tray + rack

Range Hood-Clean outside, remove filters, clean and remove any traces of grease, light covering to be cleaned

Dishwasher- Filter basket to be removed, emptied and cleaned

Benches/Sink-Clean all benches, inside sink, drain holes, plugs, drainers + tap ware

BATHROOM

Exhaust Fan-Remove covers and clean

Vanity Units- Clean inside & outside cupboards + drawers, bench top, sink & tap ware

Mirrors- Remove any streak marks

Shower/ Bath/- Remove all shower scum from the glass panels, scrub base of recess, wipe over top of shower frame, clean bath + wall tiles

Toilet- Clean inside & outside and around the base of the floor



VACATING CLEANING CHECKLIST

LAUNDRY

Clothes Dryer- Clean inside & outside, remove filter, dispose of lint and clean

Laundry Tub-Clean exterior, bowl, tap ware, splashback and inside lower cupboard

BEDROOMS

Built-In Robs-Inside walls to be cleaned, remove any scuff marks, inside floor area to be vacuumed

OUTSIDE

Veranda/Deck/Outdoor Areas- Sweep/blow with a vac or hose and remove any leaves, debris and cobwebs. Clean railings and light fittings

Garage/Carport/Driveway-Sweep out and remove any oil spillage from concrete. Hose off outside of garage doors

Garbage Bins/Rubbish Removal-Ensure bins have been emptied & cleaned, all rubbish is to be removed from the property

Lawns/Gardens-Lawns to be mowed, edges to be trimmed, garden beds weeded, bushes pruned and palm fronds removed from the property

