

Cleaning Attachment to Residential Rental Contract

Cleaning Procedure Checklist

All areas:

- Change **both** air filters and wipe down the vent before departure
- Wipe all baseboards with soapy water and rag
- Wipe all faces of cabinets in the kitchen, laundry room, doors and handles, window ledges
- Wipe insides of all cabinets and vanities
- Wipe all door jambs, ceilings of cobwebs and closet shelves.
- Wipe light switches and marks on walls
- Wipe ceiling fans
- All burned out bulbs must be replaced All batteries must be replaced if smoke detectors are beeping
- Clean windows with cleaner, including window sill
- Wipe all counter tops
- Mop all floors downstairs thoroughly
- Sweep porches
- Wipe off front door and back door
- Clean washer and dryers by emptying dryer vent and wiping off any soap on washing machine
- Wipe top shelf above washer and dryer
- Wipe around washer and dryer with a mop
- Wipe down all cobwebs

Kitchen:

- Clean oven- must be free of all grease or crumbs, and oven door must be clean on the inside of the door.
- Scrape top of stove with single edge blade to clean any burned-on stains
- Any **permanent scratches on stove, microwave, vanities or bathtubs** will be a \$150 charge per unit.
- Thoroughly clean microwave- inside and outside, wipe all grease off the bottom of the microwave, and soak **vents** in Clorox plus soapy water mix to de-grease the filters under the microwave

- Refrigerator must be thoroughly wiped out including rubber seals, drawers, walls, and shelves.
- Water filters, air filters and light bulbs will be **replaced by the tenant**
- Clean and mop under the refrigerator for any spills or food
- Empty ice maker and turn off ice maker lever
- Any odorous smells will be an extra charge to remove-charges will be determined based on issue.**
- Wipe out all cabinets and inside drawers in kitchen
- Wipe outside of cabinets and walls in pantry

Bedrooms and bathrooms:

- Vacuum carpet
- Wipe out all bathroom vanity drawers and around vanity- countertops and shelves, all shelves on vanity need to be wiped off
- Wipe under bathroom vanity and wipe baseboards behind bathroom vanities
- Mirrors must be cleaned
- All faucets cleaned
- Pipes **behind** toilet must be wiped
- Wipe down **all baseboards in bedrooms and bathrooms**
- Clean windows with cleaner, including window sill

**Thank you,
Brickyard Place Management**