Residential Move-In/Out Checklist

Kitchen:

- Long dust all high areas
- Hand wipe fan blades and light fixtures
- Clean counters
- Wash cabinets, inside and out, and cabinet doors
- Wipe dust from tops of cabinet door hinges
- Wipe out drawers
- Clean microwave, inside and out
- Clean stove-top, burner grates, and knobs
- Clean and polish oven hood; clean top, under, and soak grease traps
- Clean oven, inside and out, including interior door glass; hand wipe floor under oven
- Fridge: wipe down tops, sides, handles, behind handles, and water catcher on refrigerator door
- Dishwasher: wipe down exterior; open and wipe down the top of the door
- Scrub and disinfect sink(s)
- Wash backsplash
- Dust and wipe down between appliances and walls
- Polish stainless steel
- Wash doors and door casings
- Spot clean walls
- Clean switch plates and outlet covers
- Clean windowsills, window tracks
- Wash baseboards
- Dust blinds and shutters
- Long dust for cobwebs and get under cabinets
- Vacuum and mop floors

Bathrooms:

- Vacuum and clean ceiling fan vent cover
- Clean light fixtures
- Cobweb behind doors and check corners
- Wipe down counters
- Wash cabinets, inside and out, and cabinet doors
- Wipe dust from tops of cabinet door hinges
- Wipe out drawers
- Clean and disinfect sink, wipe dry
- Polish faucet
- Clean mirrors, checking for streaks
- Dust shelves
- Scrub tub/shower (grout, walls, floor, shelves, door); wipe dry
- Polish faucet and fixtures in tub/shower
- Shine glass door
- Scrub and sanitize toilet, inside and out, including base and behind, and water hose
- Clean floor around toilet by hand
- Wash doors and door casings
- Clean switch plates and outlet covers
- Clean towel racks
- Wipe down toilet paper dispenser and fold toilet paper
- Dust blinds and shutters
- Wipe down windowsills, window tracks
- Wash baseboards
- Vacuum and mop floors



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Dry Rooms (Bedrooms, Offices, Living, Dining, Etc.):

- Long dust all high areas
- Hand wipe fan blades, chandeliers, and light fixtures
- Dust top to bottom
- Wash doors and door casings
- Cobweb behind each door; check corners of each room for cobwebs and remove
- Clean glass on slider doors, inside and out
- Spot clean walls
- Clean switch plates and outlet covers
- Clean windowsills, window tracks
- Wash baseboards
- Dust blinds and shutters
- Vacuum vent covers
- Clean mirrors
- Vacuum along baseboards with edging attachment
- Cobweb removal
- Vacuum all floors and mop hard floors

Laundry Room:

- Dust top to bottom
- Cobweb behind doors and check corners
- Wipe down counters
- Dust shelves
- Clean and disinfect sink, wipe dry
- Wash cabinets, inside and out, and cabinet doors
- Wipe dust from tops of cabinet door hinges
- Wipe out drawers
- Wash doors and door casings
- Clean switch plates and outlet covers
- Wipe down windowsills, window tracks
- Wash baseboards
- Wipe down washer and dryer; lift washer lid and clean under; dust in between washer and dryer
- Dust blinds and shutters
- Vacuum and mop floor

Stairs/Staircase:

- Wipe down handrails and ballasts/spindles
- Vacuum along baseboards with edging attachment
- Check for cobwebs and remove
- Wash baseboards
- Clean switch plates and outlet covers
- Dust blinds and shutters
- Wipe down windowsills, window tracks
- Spot clean walls
- Wipe down or vacuum stairs

Add-On Services

- Handwash Blinds or Shutters
- Window Cleaning
- Carpet Cleaning
- Tile & Grout Cleaning

Notes:

Technician:

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