

WEEKLY CLEANING SCHEDULE CHECKLIST

Clients, please tick inside the orange box for specific services required.

Cleaners, please tick inside the blue box after completing work

ENTRANCE HALL

- Clean Skirting
- Wash Floors
- Wash Walls
- Wash Windows
- Wipe Window Ledges
- Wash Radiators
- Vacuum Carpet
- Wash Door
- Clean Pictures
- Clean Mirrors
- Dust Surfaces
- Dust Lampshades
- _____
- _____

LIVING ROOM

- Clean Skirting
- Wash Floors
- Wash Walls
- Wash Windows
- Wipe Window Ledges
- Wash Radiators
- Vacuum Carpet
- Clean Fireplace
- Clean Pictures
- Clean Mirrors
- Clean Tables
- Dust Chairs
- Dust Surfaces
- Dust Lampshades
- _____
- _____

DINING ROOM

- Clean Skirting
- Wash Floors
- Wash Walls
- Wash Windows
- Wipe Window Ledges
- Wash Radiators
- Vacuum Carpet
- Clean Fireplace
- Clean Pictures
- Clean Mirrors
- Clean Tables
- Dust Chairs
- Dust Surfaces
- Dust Lampshades
- _____
- _____

KITCHEN

- Clean Skirting
- Wash Floors
- Wash Walls
- Wash Windows
- Wipe Window Ledges
- Wash Radiators
- Clean Tiles/Surfaces
- Clean Cupboards (in)
- Clean Cupboards (out)
- Clean Hob
- Clean Oven
- Clean Microwave (in)
- Clean Microwave (out)
- Wipe Washing Machine
- Wipe Tumble Dryer
- Clean Sink
- Washing-up

BATHROOMS

- Clean Skirting
- Wash Floors
- Wash Walls
- Wash Windows
- Wipe Window Ledges
- Wash Radiators
- Clean Tiles/Surfaces
- Clean Mirror
- Clean Bath
- Clean Shower Cabinet
- Clean Sink
- Clean Taps
- Clean Toilets

BEDROOMS

- Clean Skirting
- Wash Floors
- Wash Walls
- Wash Windows
- Wipe Window Ledges
- Wash Radiators
- Vacuum Carpet
- Clean Fireplace
- Clean Pictures
- Clean Mirrors
- Clean Tables
- Clean Chairs
- Dust Surfaces
- Clean Lampshades

- Dust Cupboards (in)
- Dust Cupboards (out)
- Make Beds
- Change Sheets
- _____
- _____

STAIRS

- Clean Skirting
- Wash Floors
- Wash Walls
- Wash Windows
- Wipe Window Ledges
- Wash Radiators
- Vacuum Carpet
- Polish Handrails
- Clean Pictures
- Clean Mirrors
- Clean Pictures
- Clean Mirrors
- _____
- _____

ALL AREAS

- Water Plants
- Clear Dead Flowers
- Empty wastebaskets
- _____
- _____

IRONING

- Shirts
- Dresses
- Knitwear
- Trousers
- Jeans
- Underwear
- T-Shirts
- _____
- _____

OTHER SERVICES

- Washing
- _____
- _____
- _____
- _____
- _____