

Cleaning checklist

Feel free to print this form out as you clean out your house or apartment at the end of your tenancy. You must send us this form either on paper or fill it out on line for our records.

- Your name*

First Last

- Your email*

- Address

Street Address

Address Line 2

City

ZIP Code

- Refrigerator*

- Empty refrigerator
- Clean door gasket
- Remove shelves and drawers, wash in warm water, dry and replace
- Clean under lower drawers
- Wash and dry outside of refrigerator
- Vacuum back and lower grills

- Stove*
- Remove racks and broiler pan, soak in hot water, clean and dry well
- Clean inside of oven, top of stove, knobs, under elements, under burner pans, and drawer
- Wash and dry outside of stove
- Replace oven light with an appliance bulb if burned out

- Kitchen cabinets & drawers*
- Wash cupboards inside and out
- Wipe drawers with damp rag
- Clean sink and countertops well
- Clean or empty garbage disposal

- Kitchen*
- Wash windows, sills, and tracks
- Clean light fixtures
- Clean switch plates
- Sweep down cob webs
- Scrub floor and baseboards
- Clean blinds and wipe down curtain rods

- Kitchen, if applicable
- Clean inside and outside of dishwasher, including inside seal
- Wash range hood and clean filter; replace appliance bulb if necessary
- Clean inside and outside of microwave

- Bedrooms*
- Sweep down cob webs
- Wash light fixtures
- Wash windows and clean sills and tracks
- Vacuum carpet and/or sweep floor, and clean baseboards

- Living room, dining room, sunroom + other rooms*
- Sweep down cobwebs
- Wash light fixtures
- Wash windows and clean sills and tracks
- Vacuum carpet and/or sweep floor, and clean baseboards

- Bathrooms*
- Clean bathtub and enclosure
- Clean sink & fixtures
- Clean inside and outside of toilet
- Scrub floor, baseboards, and behind toilet
- Clean inside of medicine cabinet
- Wash mirror
- Clean windows, sills, and tracks
- Clean fan blades
- Clean vanity inside and out, including drawers
- Wipe toilet paper holder and towel rods
- Clean lights and switch plates

- Doors*
- Wash doors inside and out, esp. around knobs
- Wash front and back doors
- If applicable
- Clean carpets or have them cleaned
- If pets were there, treat for fleas (no flea bombs!)
- If fireplace, wash screen and doors; clean mantle, hearth, and surrounding area
- Clean out floor vents
- Dust and clean all blinds
- Clean inside and outside of washer/dryer
- Remove all items from storage areas
- Clean tracks of sliding doors
- Clean ceiling fan blades

- Miscellaneous household items*
- Replace furnace filter
- Replace all burned-out bulbs and dead batteries in smoke alarms
- Make sure all smoke alarms work
- Replace any screens damaged or lost during tenancy
- Clean hot water tank exterior

- Yard*
- Mow grass
- Wash garbage cans
- Wash recycling bins

- Garage
 - Sweep garage
 - Sweep down cob webs
 - Clean garage windows and doors

- **Comments?**

Are you submitting this form on behalf of roommates? Please give us their names.