GOLDEN STANDARD ENTERPRISES, INC.

VACANCY CLEAN CHECKLIST

DATE: _____ TIME STARTED: _____
BLDG: _____ TIME FINISHED: _____
APT #: _____ TOTAL HOURS: _____
CLEANED BY: _____ MOVE-IN DATE: _____

KITCHEN:
_____ Take stove apart; spray oven cleaner where needed.
_____ Wash face plates, vents, filters, light covers.
_____ Run dishwasher; Clean inside including door.
_____ Clean refrigerator inside shelves, and interior and exterior.
_____ Clean stove parts, complete oven and broiler pan.
_____ Clean range hood.
_____ Clean outside stove completely.
_____ Clean floor under appliances. (move appliances from wall to fully access flooring underneath for cleaning)
_____ Wipe out all cupboards. Wash doors inside and out, and around.
_____ Wipe out drawers. Wash drawers inside and out.
_____ Clean countertop and kitchen sink. Run garbage disposal.
_____ Check stove/oven for cleaner film.
_____ Scrub kitchen floor, INCLUDING BASEBOARDS.

BATHROOM:
_____ Coat tub inside and outside and sink with soap scum remover.
_____ Clean bathtub and shower and fixtures.
_____ Clean toilet inside and outside and tank.
_____ Clean sink and fixtures.
_____ Clean light fixture and mirror.
_____ Clean cabinet drawers/doors-inside and outside
_____ Clean shower rod/shower door.
_____ Clean towel bars.
_____ Wipe down toilet paper holder.
_____ Dust light and clean between bulbs.
_____ Scrub floor, INCLUDING BASEBOARDS.

ALL OTHER ROOMS:
_____ Clean all windows, frames, tracks, and sills.
_____ Wipe down and/or sweep baseboards.
_____ Vacuum all carpets, inside closets and dust closet tracks.
_____ Dust Blinds
_____ Wipe down doors and shelves in closets, including coat and linen closets.
_____ Wipe down bedroom and bathroom doors/frames.
_____ Wash entry door/frame and threshold
_____ Clean and dry ceiling fan blades and dust bulbs. (Do Not disassemble light fixtures)
_____ Detail clean washers and dryers (if applicable)

NOTES FOR MAINTENANCE OR MANAGEMENT:

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_____

Cleaner Signature: _____ Date: _____