

Cleaning Checklist

For additional information, go to <http://www.lattahomes.com>.

Property Address: _____

Date: _____

- Refrigerator:** Clean inside, outside (including top & back), evaporator pan, grill, seals, freezer bottom, floor under refrigerator, defrost if necessary
- Range:** clean oven, oven racks, bottom, top, stove top, sides of stove, under drip pans, knobs, knob panel, drawer inside and out, shine. Replace drip pans and rings.
- Range Hood:** Top, bottom and filter screen
- Dishwasher:** inside, outside, knobs, seals
- Cabinets:** clean all inside and outside, faces, handles, and hinges
- Sink/Countertops:** clean all, including faucet knobs, fixture, pipes under sink, shine
- Windows:** inside, outside, storm windows, window frames, window sills, window tracks
- Light Fixtures:** inside and outside, with proper and functional light bulbs
- Mini Blinds:** Clean or replace
- Doors:** front, back, door frames, knobs, hinges on all interior and exterior doors
- Louver doors:** front, back and tracks
- Light switches/outlet covers:** clean
- Vent and Register covers:** clean covers and vacuum vents
- Hot water heater closet:** dust and vacuum
- Porches/Decks/Patios:** pick up trash and sweep leaves & debris
- Chrome:** clean and shine
- Tub:** clean tub, tile, surround, grout, caulk, faucet and handles, showerhead and drain
- Toilet:** clean inside, outside, water shut off faucets, toilet seat, shine
- Bathroom vent fan cover:** clean
- Floors:** sweep, mop, clean edges and corners, vacuum
- Baseboards:** clean thoroughly
- Unfinished Basement & Garages:** sweep, mop, remove cobwebs
- Walls:** Wipe down all walls, remove smudges and fingerprints (do not spackle nail holes)