

Deep Cleaning Guide

KITCHEN:

- ✓ **Floors (tile and grout if applicable): Clean, sweep and hand scrub floor. Sweep and clean behind refrigerator. DO NOT PULL STOVE AWAY FROM WALL. HIGH VOLTAGE CABLE BEHIND STOVE. **DANGER****
- ✓ Clean entire refrigerator & freezer (inside and out). Remove all food. Remove crisper drawers to clean underneath.
DO NOT UNPLUG REFRIGERATOR WHEN VACATING.
- ✓ Clean entire stove (inside & out) including broiler pan, and underneath burners. **Most stove tops lift up for easy cleaning.**
- ✓ Vent above stove: Wipe down and clean. Remove filter and wash. Light should be working.
- ✓ Dishwasher: clean inside and out (including door edges).
- ✓ Clean all countertops and sink(s).
- ✓ Clean all cabinets & drawers inside & out. Wipe down any spots on the cabinets that are dirty. Anything left in cupboards will be charged a disposal fee.
- ✓ Clean all baseboards and wood trim.
- ✓ Clean all light switches, registers, and outlet covers.
- ✓ Light Fixture: Replace light bulb if necessary. Clean lens cover on light fixture-where applicable
- ✓ Windows: Wash inside/out (if accessible) including screens, trim, sills and tracks of windows. Screens must not be ripped or torn.
- ✓ Walls: wipe down so no marks remain. Remove any cobwebs from walls and ceilings. Please do not attempt to patch holes by yourself. Let us know before hand, and we will recommend a drywall repair worker to you.

LIVING ROOM:

- ✓ **Floors: Clean/sweep/vacuum/mop the floor. Make sure all stains are removed.**
- ✓ Closets must be free of hangers, clothes/shoes, etc, and shelving must be not broken
- ✓ Wipe down entry door on both sides and window if applicable.
- ✓ Clean all baseboards and trim.
- ✓ Clean all light switches, registers, and outlet covers
- ✓ Windows: Wash inside/out (if accessable) including screens, trim, sills and tracks of windows. Screens must not be ripped or torn.
- ✓ Walls: wipe down so no marks remain. Remove any cobwebs from walls and ceilings

BATHROOMS:

- ✓ **Floors: Clean, sweep, and hand scrub floor - be sure edges are clean.**
- ✓ Clean tub & shower thoroughly and free of stains.
- ✓ Clean shower head to remove any soap scum/mineral deposits. (CLR works great or plain vinegar)
- ✓ Clean all mirrors
- ✓ Clean cabinets, drawers, and vanity inside & out. Remove all personal items or you'll be charged a disposal fee.
- ✓ Clean the toilet(s) inside and out.
- ✓ Clean all countertops and sink(s).
- ✓ Clean all light switches and registers.
- ✓ Clean all baseboards and wood trim.
- ✓ Clean all light switches, registers, and outlet covers.
- ✓ Windows: Wash inside/out (if accessible) including screens, trim, sills and tracks of windows. Screens must not be ripped or torn.
- ✓ Remove all shower curtains, curtain rings and liners.
- ✓ Exhaust fans should be taken down and cleaned.
- ✓ Light fixtures should be wiped down and vanity bulbs replaced if needed.
- ✓ **Laundry Area:** Wipe down top of washer and dryer. Clean out lint trap.
Clean behind washer and dryer. If you need help pulling out the dryer please call maintenance at 262-949-2390. If your dryer vent accidentally becomes detached please let us know.

BEDROOMS:

- ✓ **FLOORS: Clean all flooring including around edges and inside of closets.**
- ✓ Wash all baseboards trim including all doors and door frames.
- ✓ Clean ceiling fan blades and bulbs. Replace any light bulbs if needed.
- ✓ Clean all light switches, registers, and outlet covers.
- ✓ All closets must be free of hangers, clothes/shoes, etc, and shelving not broken.
- ✓ Windows: Wash inside/out (if accessible) including screens, trim, sills and tracks of windows. Screens must not be ripped or torn.
- ✓ Walls: wipe down so no marks remain. Remove any cobwebs from walls and ceilings.
- ✓ Be sure all bedroom keys are left in the door they open. Any missing keys will be charged back to your security deposit.