



Housekeeping Checklist

Bathrooms

- * Clean Toilet
- * Scrub Bathtub/Shower
- * Clean Sink and Counters
- * Pick up Clutter
- * Take out Trash
- * Clean and Sanitize Floors

Kitchen

- * Wash dirty dishes and put away
- * Scrub Sink
- * Clean Counters and Table
- * Clean Range, Oven, Refrigerator, and Microwave
- * Take out Trash
- * Clean and Sanitize Floors

Living Room

- * Pick up Clutter
- * Dust
- * Vacuum Carpet
Or
- * Clean and Sanitize Floors
- * Take out Trash

Bedrooms

- * Pick up Clutter
- * Wash all dirty laundry and put away
- * Dust
- * Vacuum Carpet
Or
- * Clean and Sanitize Floors
- * Take out Trash

Report all maintenance issues in writing to office/landlord Immediately!

