

Turn Over Cleaning Checklist

Time to Complete: _____ Hours

Name: _____

Property: _____

KITCHEN

Done	Task
	Clean cabinets, drawers and doors inside and out
	Clean microwave inside and out
	Range, hood, filter and fan
	Clean oven inside, outside, and underneath
	Clean refrigerator inside, outside, and underneath
	Scrub sink, faucet, and countertops
	Vacuum and mop floor
	Clean windows and window sill
	Dust and remove cobwebs
	Clean and dust lighting and other fixtures
	Wipe down baseboards

BATHROOMS

Done	Task
	Clean shower, tub, and faucet
	Clean sink, countertops, and faucet
	Clean the toilet inside and outside
	Wipe down and clean cabinets and drawers inside and out
	Clean fixtures and towel bar
	Mop floor
	Clean mirror and any windows and window sill
	Wipe down baseboards

LIVING AREAS

Done	Task
	Vacuum carpets and stairs
	Clean all windows and window sills
	Wipe down baseboards
	Mop entryways and other hard surface floors
	Dust and remove cobwebs
	Wipe down walls
	Clean fireplace
	Door knobs throughout the house
	Electrical outlets throughout the house
	Clean and dust blinds
	Wipe down lighting and fixtures
	Wipe down inside and outside of doors
	Clean laundry area - top front, sides, inside and under machines (if staying in home)
	Replace/Install Furnace Filters
	Replace/ Install batteries for smoke detectors
	Set thermostat (58 degrees in cold months / 75 degrees in warm months)
	Check that all lightbulbs work

OUTSIDE AREAS

Done	Task
	Clean and sweep front porch, clean outside of door
	Clean and sweep patio, clean outside of door
	Clean out any storage areas
	Any outside lights by the front door, back door, patios, etc.

