



## **PG RENTALS CLEANING CHECKLIST**

PROPERTY ADDRESS: \_\_\_\_\_ UNIT #: \_\_\_\_\_

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\*\*Please use this checklist to guide your cleaning. You MUST leave the completed checklist on the kitchen counter when you leave. Our cleaners will clean anything you do not or that is not cleaned fully/properly (and this amount will be deducted from your security deposit).\*\*

\*\*Please place an X if cleaning of that particular item does not apply or if it did not need cleaning. Please place a ✓ if you cleaned that item. \*\*

### WHOLE UNIT

- Clean/dust light switches and electrical outlet covers
- Wipe ceiling fan blades and lights
- Clean/dust light fixtures
- Clean/dust all blinds
- Wipe/dust all baseboards, molding, and trim
- Clean doors and door trim, scuff marks, splatter marks
- Clean all windows and sills, inside sills and slide tracks

### KITCHEN

- Clean inside all cabinets, doors, and back side of doors
- Clean out all drawers, clean top edges of drawers, and cabinet handles
- Wipe down countertops
- Clean all backsplashes, tile, etc
- Clean and shine sink basin and faucets
- Mop and scrub floor and all baseboards, remove any gum, food, hair, tape etc

#### Refrigerator/Freezer

- Remove any food or items left behind
- Defrost (if needed)
- Wipe top of fridge
- Clean inside and out, include doors and shelves (notify PG if any shelves are broken)
- Clean rubber gaskets around both doors, wipe out crumbs
- Remove front grill plate, vacuum & clean
- Clean top and sides of appliance
- Clean and check fridge lights (notify PG if bulb needs to be replaced)

#### Dishwasher

- Clean inside trays and racks and outside of door, especially edges

#### Stove

- Clean oven, trays, and racks
- Throw out burner drip pans (unless they are brand new)



- Clean under burners, and the burners
- Clean broiler pan and drawer
- Remove and clean knobs and under knobs
- Clean top and sides of appliance
- Vacuum/clean under appliance

Range Hood

- Clean and degrease
- Clean and wash filter
- Clean and check light (notify PG if bulb needs to be replaced)

LIVING ROOM

- Vacuum/clean heat vents or radiators
- Clean walls and corners
- Clean windows inside and sills, remove cobwebs
- Clean baseboards, scuff marks, shoe marks
- Dust blinds

BEDROOM(S)

- Clean ceiling, walls, vents/radiators
- Dust blinds, and remove cobwebs
- Wash all windows inside and vacuum sills
- Clean baseboards
- Clean walls inside closet
- Clean closet shelves

BATHROOM(S)

- Clean exhaust fan
- Scrub floor and baseboard
- Clean and remove mold from tub/shower/sinks
- Clean grout
- Clean out cabinets/shelves and wipe down
- Clean toilets inside and out, in bowl
- Clean floor around toilet, especially behind
- Clean ceiling above shower or tub
- Clean and shine chrome faucets and basin, including shower door frame

SLIDING GLASS DOORS (if applicable)

- Clean dirt from sliding door tracks
- Vacuum screen
- Clean window inside and outside

DECK/PATIO/PORCH (if applicable)

- Remove all items and sweep

GARAGE (if applicable)

- Remove all contents, sweep, clean windows



OTHER

\_ Remove any items/trash from yard and bushes

OTHER NOTES:

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PICTURES/VIDEO TAKEN BEFORE AND AFTER?  YES  NO

BY WHO \_\_\_\_\_