



CLEANING CHECKLIST

ADDRESS: _____

Instructions for tenants:

Please use this checklist to guide your cleaning, which can help you to reduce, or even eliminate, security deposit deductions due to cleaning costs. In order to reduce cleaning costs, tenants must 1) properly clean each item on the checklist, 2) make a check mark next to each completed checklist item, and 3) leave behind the completed checklist on the kitchen counter.

Instructions for cleaners:

Please complete all of the tasks on this checklist. Do NOT clean any items already marked with an X, since those items were already completed by the tenants. If tenants did not leave behind a completed check list, then PG Rentals will leave you a blank copy of the checklist on the kitchen counter

WHOLE UNIT

- ___ Sweep and mop all hard flooring
- ___ Clean all window sills and sliding window tracks
- ___ Wipe/dust baseboards, molding, and trim
- ___ Clean light switch plates
- ___ Wipe ceiling fan blades
- ___ Dust light fixtures
- ___ Clean ceiling stains
- ___ Wipe sliding glass doors

KITCHEN

- ___ Clean inside all cabinets and cabinet doors
- ___ Clean inside all drawers
- ___ Wipe down countertops
- ___ Wipe down any backsplashes or tiles
- ___ Clean sink and faucets
- ___ Wipe down the front of appliances
 - Fridge/Freezer
 - ___ Remove any food or items left behind
 - ___ Wipe top of fridge
 - ___ Clean and wipe down entire fridge/freezer interior
 - ___ Wipe rubber gaskets around doors, wipe out crumbs



- Stove/Oven
 - ___ Clean inside of oven, clean trays and racks
 - ___ Clean front glass, controls, stovetop, and burners
 - ___ Clean oven drawer
 - ___ Remove and clean knobs and under knobs
- Range Hood
 - ___ Clean and degrease
 - ___ Wash filter

LIVING ROOM AND DINING ROOM

- ___ Clean out wood burning fireplace

BEDROOM(S)

- ___ Dust closet shelves

BATHROOM(S)

- ___ Remove dust from ceiling fan
- ___ Wipe all hard surfaces
- ___ Clean out cabinets/drawers
- ___ Clean toilet bowl, clean toilet exterior
- ___ Clean sink and faucets
- ___ Clean hard water stains in tub

COMPLETED BY: _____ DATE: _____

NOTES: _____
