

## Maintenance Cleaning Services Include:

### ALL AREAS

- ✦ Vacuum accessible floor areas
- ✦ Vacuum stairs
- ✦ Vacuum walk-in closet floors
- ✦ Vacuum ceramic, vinyl, laminate, & wood floors, and mop
- ✦ Shake throw rugs
- ✦ Empty trash
- ✦ Dust banisters, spindles & chair rail
- ✦ Dust & remove fingerprints on doors & switchplates
- ✦ Dust picture frames
- ✦ Dust lamps & lampshades
- ✦ Clean glass tables with glass cleaner
- ✦ Dust all knick-knacks
- ✦ Clean mirrors with glass cleaner
- ✦ Dust blinds & wash windowsills
- ✦ Clean picture glass, as needed
- ✦ Polish all furniture: tops, sides & legs

### TOPS & BOTTOMS

*We alternate tops and bottoms.  
Tops is removing cobwebs, dusting ceiling fans and cold air return vents.  
Bottoms is dusting accessible baseboards and edging carpet.*

### KITCHEN

- ✦ Clean backsplash
- ✦ Clean & disinfect counters
- ✦ Clean & disinfect small appliances
- ✦ Clean & disinfect stove: front, top, hood & drip pans; polish ceramic top
- ✦ Clean & disinfect exterior of refrigerator (all accessible areas)
- ✦ Clean & disinfect sink
- ✦ Clean & disinfect microwave in & out
- ✦ Clean & disinfect dishwasher front
- ✦ Spot clean cabinets
- ✦ Clean glass sliding doors inside

### BATHROOM

- ✦ Clean & disinfect shower - walls, door, floor & shower tracks
- ✦ Clean & disinfect tub
- ✦ Clean & disinfect sinks & counters
- ✦ Clean & disinfect toilets
- ✦ Clean faucets, towel bars, etc.
- ✦ Hand wash floors
- ✦ Hand wash baseboards every visit
- ✦ Spot clean cabinets

---

*Note: Window cleaning and dishes are not included.*

### Initial Cleaning

Clean all cabinet doors. Do both tops and bottoms. We spend about twice as long deep cleaning showers, dusting areas not normally dusted, etc. on our first visit.

### Special services you can add to any cleaning:

- Add clean sheets to bed (if the bed is stripped and clean sheets are available)
- Vacuum exterior of upholstered furniture (loveseat, couch, chairs, etc.)
- Wash woodwork on one floor (interior of doors, baseboards, etc.)
- Clean the inside of an oven that is not self-cleaning
- Wash the inside of a refrigerator (if refrigerator is emptied before cleaners arrive.)

