

Chatham Vacation Rentals



Spring Cleaning Checklist

Remember to schedule your spring cleaning well in advance as the cleaners' schedules fill up quickly. Keep in mind that cleaning should be performed as close to the first tenancy as possible in order to avoid having to do an additional touch-up cleaning.

We can provide the cleaners with a key to your property however it is your responsibility to give them thorough and specific instructions and to pay them directly. We are happy to provide your cleaner's contact information if you do not already have it.

Smoke Detectors must be tested, cleaned & batteries replaced. If they are 7 years or older, they must be replaced entirely (manufactured date is on the inside of the cover.)

	Completed
General	
Eradicate cobwebs from ceiling, corners, furniture and baseboards	<input type="checkbox"/>
Wash all windows and sliding glass doors inside and out	<input type="checkbox"/>
Wipe window sills and heat registers	<input type="checkbox"/>
Shampoo carpets if necessary	<input type="checkbox"/>
Spot clean furniture	<input type="checkbox"/>
Wash spots and fingerprints off walls in high-traffic areas - Magic Eraser works great	<input type="checkbox"/>
Clean lint trap in dryer and clear outside vent	<input type="checkbox"/>
Wipe top and front of washer & dryer	<input type="checkbox"/>
Dust picture frames	<input type="checkbox"/>
Clean mirrors	<input type="checkbox"/>
Dust window blinds/shutters	<input type="checkbox"/>
Dust tops of light bulbs, lamps & lampshades	<input type="checkbox"/>
Clean fans (ceiling, standing, window, etc.)	<input type="checkbox"/>
Launder curtains and slipcovers	<input type="checkbox"/>
Wash waste baskets	<input type="checkbox"/>
Clean AC unit knobs & CHANGE filters	<input type="checkbox"/>
Vacuum cobwebs and dust from smoke and CO detectors	<input type="checkbox"/>
Remove all personal belongings	<input type="checkbox"/>
Living Areas	
Dust all furniture tops, legs and underneath	<input type="checkbox"/>
Dust window sills - open windows to clean between window & screen	<input type="checkbox"/>
Dust pictures, mirrors, light bulbs, lamps and knick-knacks with damp rag	<input type="checkbox"/>
Dust window blinds/shutters	<input type="checkbox"/>
Vacuum floors, carpets, under furniture and under edges of rugs	<input type="checkbox"/>
Vacuum all upholstered furniture and under cushions	<input type="checkbox"/>
Mop wood floors	<input type="checkbox"/>
Dust TV and components; organize wires	<input type="checkbox"/>

Fluff cushions and throw pillows

Kitchen

Clean interior & exterior of range including storage drawer below if applicable

Clean interior & exterior of refrigerator and freezer including ice cube bin/trays

Clean interior & exterior of dishwasher

Clean interior & exterior of microwave, toaster, toaster oven and coffee maker

Scrub and disinfect sink; shine faucet

Disinfect countertops and backsplash

Wash all glassware, dishes, silverware, pots, pans, utensils, etc.

Wash all cabinets and drawers, inside & out;

Clean out and organize under kitchen sink

Clean kitchen table and chairs

Clean & disinfect floor

Launder all pot holders and kitchen towels

Wash trash can

Bedrooms

Dust all furniture tops, legs and underneath

Dust window sills - open windows to clean between window & screen

Dust pictures, mirrors, light bulbs, lamps and knick-knacks with damp rag

Dust window blinds/shutters

Vacuum floors, carpets, under furniture and bed and under edges of rugs

Vacuum inside dresser drawers and closets

Turn/flip and vacuum mattresses

Launder all bedding (spreads, blankets, mattress pads, pillow covers-replace if stained)

Make beds with mattress pads/covers, bedspreads and pillows w/pillow covers

Mop wood floors

Dust TV and components; organize wires if applicable

Remove all personal belongings from closets and dressers

Bathrooms

Scrub, disinfect and shine tub and shower surrounds

Launder shower curtain and replace curtain liner

Remove mildew stains from tile and grout

Disinfect toilet bowl, tank, seat and base

Scrub and disinfect sink and countertops

Remove all items from vanity/cabinets and clean inside and out

Clean mirror and light fixtures/bulbs

Wash floor and wipe walls

Polish chrome fixtures

Exterior

Clean grill exterior, cover and grates (replace cooking grates if necessary)

Clean outdoor shower (cobwebs, leaves, mildew on fence, etc.); remove personal items

Wipe down/wash patio and deck furniture and umbrella; sweep deck/patio

Clean up debris in yard (branches, leaves, etc.) and clean out window wells
