GREENst PROPERTY MANAGEMENT

Cleaning Checklist

General

- Vacuum & clean all sling door/window Clean light fitting, light switches, skirting boards, picture rails and ceiling fans Clean air-conditioner filters & outer casing/blades
 - Replace all smoke alarm batteries
 - Replace any light bulbs, tubes, heat lamps that have blown

Floor coverings

- Sweep & mop all non-carpeted floors
- Professionally clean all carpets throughout (if you have had pet a copy of the invoice will be required)

Windows



- All frames, sills, tracks, screens & ledges
- Clean blinds (venetians need to be wiped slat by slat)



Clean curtains (refer to washing instructions first)

Walls

- All marks of wall (especially to areas around light switches & door frames)



Remove all cobwebs/insect marks/nests

Bedrooms

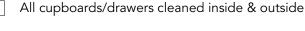
- All wardrobes/shelves cleaned inside & outside
- - All cupboards/drawers cleaned inside & outside

Bathrooms



All walls/tiles/mirrors mould/soap residue free





- All wardrobes/shelves cleaned inside & outside
- Toilets/bath/shower recess/shower screen clean inside & outside
- Exhaust fan blades and covers

Kitchen

	All cupboards/doors inside & outside
	Bench tops & tiles/splash back
	Stove/oven and cook top grime free
	Oven inside & outside, including griller, doors, trays, racks, glass
	Sink, drain holes, drainer and tap ware
	Exhaust fan and filter residue free
	Fridge area, dishwasher inside & outside, microwave space
Laundry	
	Washing machine area
	Dryer inside & outside, lint free
	Laundry tub inside & outside
	Cabinets/shelves/drawers
	Тар ware
Verandah, decks, outdoor areas	
	Sweep & hose, clean railing, glass
	Remove all cobwebs
Garage, carport, driveway	
	Sweep/remove any oil residue from concrete, pavers, paths, driveways
	Empty council bins & place bins out for next collection
	Close & lock garage door if applicable
Gardens & lawns, pool	
	Mow lawn, trim all edges, weed gardens, hedges trimmed & remove all rubbish
	Return pool to condition as per condition report
If furnished	
	Please make sure all items are clean and are located in original rooms as per inventory list
Pets	s (if applicable)
	Professionally treat for fleas (a copy of tax invoice will be required)

Attention

- Please make sure all windows are closed properly when the cleaning is finished
- All utilities have been finalised in your name and mail has been re-directed
- All keys are returned to our office before close of business on the due date
- Appliance manuals (if applicable) are to be left on kitchen counter