

Just Clean It Quality Home Solutions

SERVICE ORDER – INITIAL CLEANING

DATE OF SERVICE: _____

Mark Your Calendar!
Your Next Cleaning Day Is Scheduled For RETURN DATE: _____

KITCHEN	BEDROOMS
Clean outside and top of refrigerator	Hand dust all horizontal surfaces
Clean outside of stove	Dust ceiling corners
Clean outside/inside of microwave	Vacuum carpet
Clean outside of dish washer	Vacuum rugs
Clean and disinfect countertops and back splash	Vacuum/dust mop/damp mop hard floors
Spot clean outside of cabinets	Clean mirrors
Clean/disinfect/polish sinks and faucets	Clean ceiling fans
Empty trash	Vacuum vent grills
Dust ceiling corners	Hand wipe light fixtures and disinfect switches
Hand dust all horizontal surfaces	Hand wipe base boards
Sweep/vacuum floor	
Damp mop hard floor	
DINING ROOM/LIVING AREAS	
Vacuum floor rugs	Hand dust all horizontal surfaces
Hand wipe light fixtures/switches	Dust ceiling corners
	Clean ceiling fan
BATHROOMS	Clean sliding glass door and track
Clean and disinfect tubs and showers	Clean all mirrors
Remove hard water spots from shower doors	Vacuum vents grills
Clean mirrors	Vacuum all carpet
Clean exterior/interior of vanities	Vacuum rugs
Clean/disinfect/polish sinks and faucets	Vacuum and damp mop hard floors
Clean and disinfect toilets	Dust mop/vacuum wood floors
Clean and disinfect floor	Hand wipe light fixtures and disinfect switches
Vacuum or hand wipe vent grills	Hand wipe base boards
Hand wipe baseboards	
Dust ceiling corners	
UTILITY ROOM UPON REQUEST	
Dust ceiling light fixtures (outside only)	Hand dust all horizontal surfaces (air duct work extra)
Hand wipe light fixtures and disinfect switches	Dust ceiling corners
Clean and disinfect towel bars	Hand wipe light fixtures and disinfect switches
Hand dust all horizontal surfaces	Hand wipe base boards
Damp mop floors	Wipe down outside of washer/dryer
Empty trash	Vacuum and damp mop hard floors
	Vacuum area rugs
	Empty trash

Your Home Was Cleaned By: _____	<i>Thank you for your business!</i>
---------------------------------	-------------------------------------