

## **LIST OF SERVICES PROVIDED:**

(IF THERE IS SOMETHING YOU NEED DONE AND IT IS NOT ON THIS LIST PLEASE DO NOT HESITATE TO CONTACT ME OR WRITE IT DOWN ON THIS LIST FOR THE LADIES.)

### **KITCHEN:**

\_\_\_ Wipe down fronts of all cabinets as needed (do inside of cabinets upon request and re-organize inside)

\_\_\_ Wipe down all appliances outside and do inside of microwave (inside of oven and refrigerator upon request)

\_\_\_ Shine all metal

\_\_\_ Clean and disinfect all countertops (move all small appliances and wipe behind them and wipe down all small appliances)

\_\_\_ Empty trash

\_\_\_ Clean and disinfect sinks

\_\_\_ Clean and disinfect flooring

\_\_\_ Dust any pictures on walls

\_\_\_ Clean all baseboards

\_\_\_ Clean all light fixtures (bulbs, light switches, fans)

### **BATHROOMS:**

\_\_\_ Clean and disinfect all toilets

\_\_\_ Clean and disinfect bathtubs / showers and surrounds

\_\_\_ Clean and disinfect all flooring unless it is carpeted

\_\_\_ Wipe down all cabinets

\_\_\_ Clean mirrors

\_\_\_ Clean all light fixtures/switches

\_\_\_ Clean and disinfect all countertops/sinks

\_\_\_ Empty trash

### **BEDROOMS:**

(WE ONLY USE A FURNITURE POLISH IF CLIENT WANTS US TO USE IT OTHER WISE WE USE A MICROFIBER CLOTH LIGHTLY DAMP WITH WATER ONLY)

\_\_\_ Dust all pictures on walls and tables

\_\_\_ Make bed and or change sheets if instructed by client to do so each time we are there

\_\_\_ Put sheets in wash

\_\_\_ Empty trash

\_\_\_ Vacuum all flooring/carpeting under bed and edge along carpeting

\_\_\_ Dust windowsills

\_\_\_ Dust all surfaces (dressers, end tables, light fixtures, wood moldings,)

## **LAUNDRY ROOM:**

\_\_\_\_ Wash off washer /dryer

\_\_\_\_ Empty trash

\_\_\_\_ Clean & disinfect flooring

## **ALL OTHER ROOMS IN GENERAL:**

\_\_\_\_ Dust all surfaces

\_\_\_\_ Ceiling fans as needed (summer months they need more attention)

\_\_\_\_ Vacuum all carpeting/area rugs

\_\_\_\_ Wash all slider doors in and out

\_\_\_\_ Empty trash

\_\_\_\_ \*\*\*Will organize any closets, drawers, pantries and garages upon request

\_\_\_\_ Pick up and straighten up

\_\_\_\_ Wipe down all  
woodwork moldings, wainscoting,

\_\_\_\_ Wash walls \*\*\* when instructed  
by client to do so

\_\_\_\_ EXTRA WE WILL DO JUST LET US  
KNOW

\_\_\_\_ Wipe all light switches down as  
needed

\_\_\_\_ CLEAN ALL PATIO FURNITURE  
AND GET IT READY FOR  
SPRING/SUMMER AND ALSO CLEAN  
TO PUT AWAY

\_\_\_\_ Remove all cobwebs

\_\_\_\_ CLEAN BBQ'S

\_\_\_\_ Wash and disinfect all flooring  
\*\*\* All wood flooring will be washed  
with vinegar and water unless  
specified to use something else

\_\_\_\_ CLEAN BEFORE AND AFTER  
PARTIES

\_\_\_\_ Dust all light fixtures chandeliers,  
and light bulbs

\_\_\_\_ WE WILL EVEN TAKE YOUR DOG  
OUT AND WALK HIM/HER SO THEY  
CAN GO POTTY AS LONG AS THEY  
ARE WELL BEHAVED DOGS J JUST  
LET US KNOW WHERE THE LEASH  
AND POTTY BAGS ARE

\_\_\_\_ Clean out window tracks as  
needed

\_\_\_\_ Clean blinds as needed