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Unit Cleaning Checklist

Complex: _____ Bldg# _____ Unit# _____ Date Completed: _____

Bedrooms/Living Areas:

- Clean interior windows & doorwalls
- Clean blinds, window sills & tracks
- Spot check doors, baseboards & walls
- Notes on damages/replacements needed: _____
- _____
- _____

Kitchen:

- Clean sink & faucets, wipe backsplash
- Clean counters & cabinet fronts
- Wipe out inside of cabinets & drawers
- Clean outside & inside of all appliances
- Clean interior windows & doorwalls
- Notes on damages/replacements needed: _____
- _____
- _____

Bathrooms:

- Clean all sinks, tubs, toilets & showers
- Clean mirror & polish chrome fixtures
- Clean counters & cabinet fronts
- Wipe inside of cabinets & drawers
- Wipe inside of medicine cabinet
- Notes on damages/replacements needed: _____
- _____
- _____

Misc:

- Clean laundry room / mechanical room (include dust furnace/water heater)
- Pull lint trap & vacuum dryer vent, wipe washer/dryer inside & out
- Additional tasks requested _____

- Item Checklist:**
- 2 ice trays
 - Drip pans
 - Kitchen sink stopper
 - Light bulbs & fixtures
 - Fan filter, lens & bulb
 - Broiler pan

Thank You for Choosing ProTouch!

This unit was professionally cleaned by: _____

