



Little drops
domestic cleaning

Cleaning procedure in-out checklist

Client:

Hallway:

- ◇ dusting
- ◇ vacuum cleaning (also the stairs if applicable)
- ◇ mop the floor (if applicable)
- ◇ Others:

Living room:

- ◇ dusting of surfaces
- ◇ all furniture clean and straight
- ◇ cabinets clean inside
- ◇ cabinets clean outside
- ◇ window frames clean
- ◇ blinds clean (if applicable)
- ◇ windows clean inside
- ◇ windows clean outside
- ◇ vacuum clean (also under the furniture)
- ◇ mop the floor (if possible)
- ◇ Others:

Kitchen:

- ◇ dusting
- ◇ clean the counter top
- ◇ wash faucets and sinks
- ◇ cabinets clean outside

- ◇ cabinets clean inside
- ◇ fridge and freezer clean inside and outside
- ◇ extractor surface clean
- ◇ extractor deep clean inside and outside
- ◇ gas hob clean
- ◇ dishwasher clean inside and outside
- ◇ oven and microwave inside and outside
- ◇ no garbage in the trunk
- ◇ window frames clean (if applicable)
- ◇ blinds clean (if applicable)
- ◇ windows clean inside (if applicable)
- ◇ windows clean outside where possible (if applicable)
- ◇ vacuum clean - mop the floor
- ◇ Others:

Bedrooms:

- ◇ dusting of surfaces
- ◇ cabinets clean inside and outside
- ◇ straighten bed
- ◇ change bed linen (one bed free)
- ◇ window frames clean
- ◇ blinds clean (if applicable)
- ◇ windows clean inside
- ◇ windows clean outside where possible
- ◇ vacuum clean (also under all furniture)
- ◇ mop the floor (if possible)
- ◇ Others:

Bathroom:

- ◇ dusting of surfaces
- ◇ wash basins, sinks, bathtubs, faucets, mirrors, towel racks
- ◇ cabinets clean inside and outside
- ◇ floor drain clean
- ◇ clean walls from mold and lime
- ◇ window frame clean (if applicable)
- ◇ blinds clean(if applicable)

- ◇ windows clean inside (if applicable)
- ◇ windows clean outside where possible
- ◇ washing machine and dryer clean (no soap in the dispenser, and no flakes in dryer)
- ◇ vacuum clean
- ◇ mop the floor
- ◇ Others:

Toilet:

- ◇ clean toilet
- ◇ vacuum clean
- ◇ mop the floor
- ◇ clean the walls
- ◇ Others:

NOTE:

The following attract additional costs/hours:

- ◇ **Cleaning the interiors of cabinets and appliances**
- ◇ **Washing windows (only where possible)**
- ◇ **Moving furniture before cleaning**
- ◇ **Cleaning stained walls**
- ◇ **'Others' refer to additional client specific requirements**