

## **Complete checklist of our Short Terms Rental and Airbnb service:**

### **General Cleaning**

- Vacuum all rugs, carpets and flooring areas
- Mop all hard flooring areas
- Dust and clean all surfaces, including inside draws
- Wipe window interiors
- Clean / Sanitize all upholstered furniture
- Remove sofa cushions and dust
- Take out trash and recycling
- Check remote controls to make sure they work and wipe off with antibacterial wipes.

### **Kitchen**

- Wash all dishes, dry and put away
- Empty dishwasher, and top up with salt as needed
- Wipe all appliances and cabinets.
- Clean microwave interior and exterior.
- Clean sinks & faucets
- Clean countertops and backsplash
- Take out trash and re-line garbage can
- Empty and clean your refrigerator
- Organize Cabinets

### **Bathroom**

- Remove rugs / wastebaskets and items from the shower / bath
- Place a toilet cleaner inside bowl, allow to sit for 5-10 mins
- Descale shower head
- Wipe all walls / tiles with descaler
- Cleaning Shower / Bath
- Clean sinks & faucets
- Clean toilet bowl, both sides of both lids and seat and the handle
- Empty and clean your refrigerator

- Organize Cabinets
- Clean shower rack/soap dishes
- Check and remove hair from drains
- Spray/clean everything with all-purpose cleaner especially the toilet, vanity, shower/ tub, mirror
- Clean mirror: spray glass cleaner on soft cloth and buff
- Take out trash and re-line garbage can
- Re-stock toilet paper to make sure new guests have a fresh roll to start.

## **Bedroom**

- Strip all bed and replace sheets with fresh ones Fold towels and washcloth and leave on foot of bed
- Dust all areas not forgetting pictures and back of bed
- Use a glass cleaner on the TV
- Open and dust all draws
- Vacuum all areas especially under the bed

## **Miscellaneous checks**

- Check Remote Controls
- Check Smoke Alarms
- Check coffee, tea & sugar
- Check first aid kit
- Check fire extinguisher
- Check all lights
- Check locks and security features
- Cleaning supplies including hand soap, dish-washing liquid
- Check & replace cleaning sponges
- Check toiletries like toilet paper, paper towels, and tissues
- Check the Internet is working
- Check Coat Hangers
- Check Netflix account logged in
- Check Hair Dryer
- Check guestbook