

Area	Clean completed	Cleaned by
<b>Communal Hall/Stairs/Landing</b>		
Wipe down skirting boards		
Vacuum carpets throughout/clean hard floors		
Clean all doors and windows inside		
Clean banisters and spindles and in-between		
All belongings and rubbish removed		
<b>Living room</b>		
Wipe down all skirting boards		
Vacuum carpets throughout and move all furniture to clean underneath, put furniture back		
Clean sofas and vacuum under the cushions		
Wipe down all surfaces, mantle pieces, windowsills, tables and book cases etc		
If curtains are stained they need to be taken down, washed and put back up		
Clean carpet if grubby or stained		
All belongings and rubbish removed		
<b>Bathrooms</b>		
Clean room complete to include the following;		
Bath and taps		
Wash hand basins and taps		
Toilet and behind		
Floor		
Shower screen or wash shower curtain		
Window and windowsills		
Skirting boards		
Radiator/towel rail		
Bathroom cabinet		
If you have a shower trap, take out to remove hair and clean, put back		
All belongings and rubbish to be removed		
<b>Kitchen</b>		
Remove all belongings, plates, cutlery, rubbish, food etc.		
Defrost freezers (this needs to be done prior to the end of your tenancy)		
Clean fridge and freezers		
Clean oven, hob and extractor fans (see notes for professional oven cleaner number)		
Clean down work tops, splash backs (tiles and any exposed surfaces)		
Clean washing machine, drum and soap dispenser		
Clean dishwasher, not forgetting drainage at the bottom.		
Clean floor		
Clean all cupboards, cabinets inside and out, don't forget the tops		
Clean the Kettle and toaster removing all crumbs		
Clean microwave		
Clean inside the window and windowsill		

In your bedrooms complete the following	Job Done
Remove all your belongings and rubbish	
Vacuum carpets, moving all furniture to reach everywhere.	
Clean any stains on the carpet or arrange for them to be steam cleaned (see notes)	
Cleaned under bed	
Cleaned wardrobe inside and out not forgetting the top,	
Cleaned behind wardrobe	
Clean chest of drawers	
Cleaned behind drawers	
Clean bedside table and behind	
Clean desk and behind	
Wipe skirting boards	
Window and windowsill	
If curtains are stained or dirty take them down to wash and put them back up	
Clean mattress if stained/ mattress protector replace if necessary.	