

THE SOURGUM CLEANING CHECKLIST



EVERY ROOM

- ☐ Wipe down baseboards and walls
- ☐ Dust all surfaces
- ☐ Vacuum and mop the floor
- ☐ Shampoo any carpeting or rugs
- ☐ Wipe down doors and door knobs
- ☐ Wax wooden surfaces
- ☐ Wipe window panes and wash curtains
- ☐ Clean off light fixtures

BATHROOM

- ☐ Clean toilets (including bowl, seat and base)
- ☐ Scrub shower/tub (including tiles, grout, and showerhead)
- ☐ Clean sink and faucet
- ☐ Wipe down mirrors
- ☐ Clean light fixtures
- ☐ Clean counters, cabinets
- ☐ Sweep and mop floor
- ☐ Check exhaust fan
- ☐ Clean walls and baseboards
- ☐ Empty trash can
- ☐ Change towels

KITCHEN

- ☐ Clean out pantry of expired, old items
- ☐ Wash dishes and sink
- ☐ Wash the inside and outside of cabinets
- ☐ Wipe down oven and stove
- ☐ Vacuum and mop behind fridge
- ☐ Throw out all old food in fridge
- ☐ Wipe all surfaces inside and outside fridge
- ☐ Wipe all surfaces inside and outside freezer
- ☐ Wash down counter space
- ☐ Wipe down appliances (toaster, microwave, etc.)

LIVING ROOM

- ☐ Pick up and organize clutter
- ☐ Dust TV and windowsills
- ☐ Wipe down coffee table and surfaces
- ☐ Vacuum floor and carpeting
- ☐ Vacuum and wash upholstered items
- ☐ Donate unneeded furniture or items

HOME OFFICE

- ☐ Recycle old documents and papers
- ☐ Dust off desks and shelves
- ☐ Clean out drawers of unneeded junk
- ☐ Dust off computer
- ☐ Clean off keyboard

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LAUNDRY ROOM

- ☐ Clean off washing machine and dryer
- ☐ Clean lint trap
- ☐ Organize laundry supplies
- ☐ Wipe down walls and baseboards
- ☐ Sweep and mop floors

GARAGE

- ☐ Declutter tools, sports equipment, toys, bikes, etc.
- ☐ Leave garage door open to let in air
- ☐ Sweep out garage
- ☐ Wipe down garage door
- ☐ Gather any junk and unneeded items for disposal or donation

FINAL CHECK

- ☐ Check all rooms for missed spots
- ☐ Ensure that all trash has been removed from the premises
- ☐ Confirm that all appliances and fixtures are plugged in and working

BEDROOM

- ☐ Clean out closets of old apparel
- ☐ Organize clothes, shoes, and accessories
- ☐ Wipe down mattress
- ☐ Wash bedding and make bed
- ☐ Vacuum flooring and carpets
- ☐ Wipe down surfaces
- ☐ Organize shelves and table tops

OUTDOOR AREA

- ☐ Sweep off deck and patio
- ☐ Spray down driveway
- ☐ Wipe down outdoor furniture and coat with moisture-blocker
- ☐ Water seal furniture



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