



Listing Leaders Showing Checklist

General Interior Home Cleaning

- Wash curtains
- Clean draperies
- Pull back curtains
- Lubricate doors if needed
- Lubricate window slides if needed
- Clean ceiling light fixtures
- Remove all cobwebs from corners
- Replace flooring if broken or worn down
- Buff all scratches in wooden floors
- Scrap old or worn carpet and replace
- Make all beds
- Clean around doors, baseboards, chair rails, windows, light switches

Checking the Bathrooms

- Replace shower curtain
- Place fresh towels on towel racks
- Scrub shower door (if sliding door, keep track lubricated)
- Remove soap residue, mold or mildew from sink, shower, and tub
- Clean tile grout
- Clean exhaust fan, heater (replace them if not functioning properly)
- Clean mirrors
- Clear mirrors and clean out cabinets
- Remove stains from porcelain sink, shower and tub

Cleaning the Laundry Room

- Remove mildew odors
- Clean around and under washer
- Clean around and under dryer

Keeping up with the Kitchen

- Clean behind appliances
- Clean the floor
- Ensure all electrical outlets function
- Replace faucets if not properly working
- Keep food and dishes out of sight
- Remove cooking odors
- Lay fresh shelf paper in cabinets
- Clean appliances
- Clean lighting fixtures
- Deodorize refrigerator, garbage disposal,
- Clean under sink
- Replace garbage disposal gasket if noisy.

Maintaining the Basement

- Eliminate all dampness and cracks

Checking the Closets

- Keep your closets clean
- Adjust and repair sliding doors
- Toss out your nonessentials

Your Heating and Air Conditioning Unit

- Clean your intake vent
- Replace your filter

Getting the Garage in Shape

- Keep your garage clean
- Clean your floor of stains
- Organize your tools
- Remove all cobwebs, dirt and leaves

Tending to the Yard

- Remove all weeds
- Trim around your fence
- Replace stepping stones if needed
- Trim overgrown trees and bushes
- Fix damaged fences, fountains, or gazebos
- Water your lawn
- If you have plants, ensure they're alive and looking great
- Plant some seed to fill out any bald spots on the lawn

General Exterior Home Cleaning

Paint, replace or repair the following:

- Shutters
- Hardware
- Plaster
- Outdoor lighting
- Doors
- Trim
- Fences
- Gates
- Siding
- Gutters

Clean the following:

- Windows
- Air Conditioner Unit
- Hot tub
- Pool
- Straighten up your woodpile
- Clean up after pets
- Paint and varnish doors
- Does the doorbell work correctly?
- Ensure your septic tank is odor free
- Ensure all lights have new bulbs