A 1st Choice Cleaning

List below the rooms and/or general duties in priority order. Please keep time frame into consideration when filling out list. Also keep in mind that we are a detailed service. We clean a room from top to bottom. If there are areas you wish not to have completed, please note in provided spot.

Priorities for completion:

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Please check duties to be completed in each room. Remember to take time frame into consideration.

Bathrooms:

M B2 B3 B4

___ ___ ___ ___Toilets
___ ___ ___ ___Showers/Tubs
___ ___ ___ ___Sink, Counter & items
___ ___ ___ ___Mirrors
___ ___ ___ ___Picture Frames/Glass
___ ___ ___ ___Light Fixtures
___ ___ ___ ___Cabinets (inside/outside)
___ ___ ___ ___Trash
___ ___ ___ ___Baseboards
___ ___ ___ ___Sweep Floor
___ ___ ___ ___Vacuum Floor
___ ___ ___ ___Mop Floor
___ ___ ___ ___Wax Floor
Other_____

Entry/Hall Way/Stairs:

___Dust Furniture
___Polish Furniture
___Sink, Counter and counter items
___Mirrors/Picture Frames/Glass
___Light Fixtures
___Baseboards
___Sweep Floor
___Vacuum Floor
___Mop/Wax Floor
Other_____

Kitchen Area:

___Dishes
___Oven/Stove
___Microwave
___Fridge
___Sink, Counter and items
___Picture Frames/Glass
___Light Fixtures
___Cabinets (inside/outside)
___Trash
___Baseboards
___Sweep/Vacuum Floor
___Mop Wax Floor
Other_____

Laundry Room:

Client must check pockets, pre sort and leave detailed instructions on temperature settings.

___Wash Clothes
___Dry Clothes
___Fold Clothes
___Trash
___Sweep/Mop Floors
___Wipe Washer & Dryer

Bedrooms:

M B2 B3 B4

___ ___ ___ ___Dust Furniture
___ ___ ___ ___Polish
___ ___ ___ ___Change Linens
___ ___ ___ ___Mirrors/Picture Frames/Glass
___ ___ ___ ___Make Beds
___ ___ ___ ___Light Fixtures
___ ___ ___ ___Baseboards
___ ___ ___ ___Vacuum Floor
___ ___ ___ ___Empty Trash
Other_____

Family/Living Room:

___Dust Furniture
___Polish Furniture
___Sink, Counter and counter items
___Mirrors/Picture Frames/Glass
___Light Fixtures
___Baseboards
___Sweep Floor
___Vacuum Floor
___Mop/Wax Floor
Other_____

Other/Extras/Notes:

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