

ORANGE APPEAL

Recurring Checklist

Every home has different needs so our techs are trained to clean all areas on the checklist that apply to your home. If it is not checked, more than likely it does not apply to your home, or is not feasible for us to clean.

Whole House

(including hallways/entryways/offices)

- | | |
|--|---|
| ☐ Ceiling fan/Light fixtures <i>dusted within reach</i> | ☐ Uncluttered shelves <i>dusted</i> |
| ☐ Cobwebs <i>removed</i> | ☐ Furniture / flat surfaces <i>dusted</i> |
| ☐ Blinds / shutters / window sills <i>dusted</i> | ☐ Electronics <i><u>dusted ONLY</u></i> |
| ☐ Moldings / Doorways / Baseboards <i>dusted all reachable areas</i> | ☐ Trash <i>emptied</i> |
| ☐ Pictures & knick-knacks <i>dusted</i> | ☐ Stairs <i>vacuumed &/or mopped</i> |
| | ☐ Floors <i>vacuumed &/or mopped</i> |

Bedrooms

- | | |
|--|--|
| ☐ Ceiling fan/Light fixtures <i>dusted within reach</i> | ☐ Furniture / flat surfaces <i>dusted</i> |
| ☐ Cobwebs <i>removed</i> | ☐ Beds Made <i>sheets changed upon request</i> |
| ☐ Blinds / shutters / window sills <i>dusted</i> | ☐ Trash <i>emptied</i> |
| ☐ Moldings / Doorways / Baseboards <i>dusted all reachable areas</i> | ☐ Stairs <i>vacuumed &/or mopped</i> |
| ☐ Pictures & knick-knacks <i>dusted</i> | ☐ Floors <i>vacuumed &/or mopped</i> |
| ☐ Uncluttered shelves <i>dusted</i> | |

Bathrooms

- | | |
|---|--|
| ☐ Ceiling fan/Light fixtures <i>dusted within reach</i> | ☐ Inside Toilets <i>scrubbed / disinfected</i> |
| ☐ Cobwebs <i>removed</i> | ☐ Tub/shower & tiles <i>scrubbed / disinfected</i> |
| ☐ Blinds / shutters / window sills <i>dusted</i> | ☐ Glass shower doors / Tracks <i>scrubbed</i> |
| ☐ All sinks <i>scrubbed / disinfected</i> | ☐ Shower Fixtures <i>scrubbed / hand dried</i> |
| ☐ Mirrors <i>cleaned</i> | ☐ All uncluttered bathroom counters <i>wiped/disinfected</i> |
| ☐ Towels <i>straightened</i> | ☐ Baseboards <i>hand wiped</i> |
| ☐ Trash <i>emptied</i> | ☐ Floors <i>vacuumed &/or mopped</i> |
| ☐ Outside Toilets <i>scrubbed / disinfected</i> | |

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Recurring Checklist

Kitchen/Laundry

- | | |
|--|--|
| ☐ Outside of appliances <i>cleaned</i> | ☐ Cobwebs <i>removed</i> |
| ☐ Inside microwave <i>cleaned</i> | ☐ Blinds / shutters / window sills <i>dusted</i> |
| ☐ Stovetop scrubbed Grates or drip pans <i>debris removed</i> | ☐ Moldings / Doorways / Baseboards <i>dusted all reachable areas and spot wiped</i> |
| ☐ All Cabinet fronts <i>spot wiped</i> | ☐ Floors <i>vacuumed &/or mopped</i> |
| ☐ Uncluttered countertops <i>hand wiped</i> | ☐ *Washing Dishes <i>optional add-on</i> |
| ☐ Backsplashes <i>hand wiped</i> | ☐ *Interior Oven <i>optional add-on</i> |
| ☐ Empty Sink <i>scrubbed</i> | ☐ *Interior Fridge <i>optional add-on</i> |
| ☐ Ceiling fan/Light fixtures <i>dusted within reach</i> | |

Optional Add-Ons

Please contact our office @ 903-300-1024 if you would like to add on any additional services one time, or recurring to your upcoming visits.

We offer dish washing, wash/dry/fold laundry, window cleaning, Tidy package PLUS MORE!

Your Cleaning is COMPLETE!

We offer a **24-hour turn-around** on every job that if anything was missed or overlooked that was on the checklist, to contact us immediately and we can come back to make it right.

One way we make this guarantee is with our walkthrough offered after each clean. While we know it's not always possible, our tech will also communicate in-person and via this checklist if there were any areas they could not reach or clean due to limitations.

We appreciate your feedback to help keep our cleaning standards the BEST SERVICE IN TYLER.

END OF JOB REPORT:

- ☐ I **was** able to do a walkthrough with the client
- ☐ I **was not** able to do a walkthrough with the client
- ☐ I **was** able to clean all the areas and if there were any exceptions
- ☐ I **have** left an OOPS card with information of any areas I could not clean

TECH: _____

DATE: _____