



## LAKE HARTWELL HOUSEKEEPING™

# Routine Clean Checklist

This is a general guideline for each house that can be tailored per home to denote the specific needs for the visit, number of sheets, laundry needs, etc.

### Throughout the home

- Dust A/C vents, grids, and fans; test A/C and fans
- Disinfect high-touch surfaces such as handles, doorknobs, and counters
- Walk through and check the home is not only clean but staged attractively

### Outdoor spaces

- Sweep porch and dust off entry door
- Wipe off patio set and straighten
- Remove cobwebs
- Wash all reachable windows especially if they are of the lake view

### Kitchen

- Load, run, and empty dishwasher; clean any dirty dishes and dishwasher rim
- Remove trash and recyclables trash
- Clean and disinfect counters, cabinets (inside & out), tables, and chairs
- Clean range top
- Clean, scrub, and sanitize sinks and backsplashes
- Clean and disinfect exterior of appliances, including the inside microwave, and coffee maker
- Clean outside of refrigerator and freezer
- Wash floor (vacuum & mop)
- Wipe down windows and windowsills, & lightly dust baseboards

## Bedrooms

- Change sheets and pillowcases — use “hotel-standard” bed making
- Vacuum floor and under beds
- Remove trash and clean trash cans
- Dust windowsills and ledges
- Dust furniture, knickknacks, ceiling fans, blinds, and windowsills and clean mirrors
- Clean and disinfect stereos, game systems, TVs, and remotes

## Living room

- Clean and disinfect stereos, game systems, TVs and remotes
- Sweep, vacuum, and mop floors/carpets as applicable
- Check under cushions and couches for debris and other items
- Clean and straighten decor like pillows, blankets, etc.
- Dust windowsills and ledges
- Dust and clean furniture, blinds, picture frames, knickknacks, ceiling fans, and lamps,
- lightly dust baseboards
- Wash windows (interior) and sliding glass doors
- If applicable, check fireplace has no ashes and firewood is neatly stacked

## Bathrooms

- Clean, scrub, disinfect, and sanitize showers, bathtubs, vanity, sink, and backsplashes
- Clean mirrors
- Clean and sanitize toilets (inside, outside, under the front, around the base, and behind)
- Sweep and mop floors, lightly dust baseboards
- Remove trash and clean trash cans
- Wash tile walls.
- Replenish toilet paper if need, toilet flower or V with stamp
- Ensure shower curtains or doors are free of mold and water spots
- Wipe down windows and windowsills
- Clean dust and debris on vents and fans
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## Laundry area

- Clean out lint trap
- Wipe down machines and leave open
- Wash floor (sweep or mop)
- Remove trash and clean trash cans
- Lightly dust baseboards