



LAKE HARTWELL HOUSEKEEPING™

Move In/Out 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.

House (Main Floor)

Throughout the home

- Dust A/C vents, grids, and fans; test A/C and fans
- Wipe baseboards
- Check and clean all windows (interior & reachable exterior), AND close and lock all windows
- before leaving
- Disinfect high-touch surfaces such as handles, doorknobs, and counters
- Walk through and check the home is not only clean but staged attractively

Kitchen

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

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, wipe baseboards
- 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,
- wipe 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, wipe baseboards
- Remove trash and clean trash cans
- Wash tile walls.
- Replenish soap, bathroom liquids, and amenities
- 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
- Clean out drawers and cabinets
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Laundry area

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

Outdoor spaces

- Sweep porch and dust off entry door
- Wipe off patio set and straighten
- Remove cobwebs
- Wipe down BBQ grill, use grill brush to clean grate
- Wash all reachable windows especially if they are of the lake view

