

Brilho

LUXURY CLEANING & SERVICES

Date: _____

Team: _____

Client ID/Name/Address: _____

KITCHEN

- ___ Clean refrigerator inside and out, including the top & sides
- ___ Clean stove inside, top and sides
- ___ Pull stove & refrigerator from wall & clean under & behind
- ___ Clean cupboards inside and out, including top
- ___ Clean drawers
- ___ Clean hood fan and screen
- ___ Clean sink
- ___ Clean dishwasher inside and out
- ___ Remove all grease & fingerprint marks from walls
- ___ Vacuum clean floor
- ___ Clean light fixtures, remove bugs from inside
- ___ Clean all switches & plug plates
- ___ Clean kitchen counter & backsplash

BATHROOM

- ___ Clean ceiling fan
- ___ Clean light bulbs, light fixtures, switches & plugs
- ___ Clean tub and drain plug
- ___ Clean cupboards and medicine cabinet (including top)
- ___ Clean toilet inside and out
- ___ Clean sink, mirror and shine taps
- ___ Clean toilet roll holder
- ___ Clean towel bars and shower rod
- ___ Wash bathtub
- ___ Clean shower wall
- ___ Clean floor
- ___ Clean door (both sides)

BEDROOMS

- ___ Clean inside closets
- ___ Clean closet doors and closet rods
- ___ Clean baseboards and baseboard heater
- ___ Clean lights
- ___ Clean plugs and switches
- ___ Wipe shelves

LIVING ROOM / DINING ROOM

- ___ Clean and sweep balconies (if applicable)
- ___ Clean balcony railings, glass & floor
- ___ Clean baseboards, walls & baseboard heater
- ___ Clean all switches and plugs

GENERAL

- ___ Clean window ledges, frames and windowsill
- ___ Clean all light bulbs and fixtures
- ___ Check and clean all blinds
- ___ Clean and sweep/vacuum
- ___ Clean cobwebs
- ___ Clean front suite door inside and out

- ___ Furniture - dust all hard surfaces
- ___ Floors - vacuum or mop
- ___ Appliances - wipe down surfaces
- ___ Counters - wipe down and disinfect
- ___ Toilets - scrub and disinfect
- ___ Kitchen Sink - scrub and disinfect
- ___ Showers - clean and scrub down
- ___ Bathtub - clean and scrub down
- ___ Vacuum under furniture for dust bunnies
- ___ Electronics - dusted
- ___ Mirrors - cleaned leaving no streaks
- ___ Glass Tops - dusted
- ___ Empty all waste baskets and recycling removed
- ___ Put any dishes in dishwasher

Clean once per cycle

- ___ Top of Fridge - Dusted and contents wiped down
- ___ Ceilings dusted for cobwebs etc
- ___ Bathtub Cradle - dusted, including slats and backing
- ___ Sliding Glass Wall - both sides and glass surfaces windexed, wood wiped down
- ___ Shelves in Kitchen - wiped down, contents dusted
- ___ Light fixtures - dusted
- ___ Doorknobs - wipe down and disinfect
- ___ Moldings - dusted

Specifics

- ___ Laundry put in laundry area in bathroom in second floor
- ___ Floors vacuumed through out, moving things as opposed to cleaning around them
- ___ Dust all electronics
- ___ Dust all shelves and dressers including the contents on them. Wipe down all ledges. Dust lamps and bases.

Kitchen Specifics

- ___ Refrigerator - clean interior every 3-6 months
- ___ Cabinets - emptied and cleaned every 6-12 months
- ___ Empty all waste baskets.
- ___ Stove Hood clean and degrease every 3-6 months
- ___ Stove Filter - taken apart, washed and dried every 6 months