Main Kitchen Level:	**PASS**	**FAIL**	**NOTES**
All listed items/areas must be thoroughly cleaned. Items with breaks, stains, rips/tears need to be repaired or replaced. Everything must be wiped down w/ a wet rag, not a swiffer. We highly recommend Murphy's Oil on all wood surfaces.			
Ceiling (cobwebs) / Report any ceiling damage			
Ceiling fan/light fixtures / Clean & free of dust			
Floors / Swept, Vaccuumed, Mopped			
Baseboards/Molding / No dust or pet hair			
Counters			
Cabinets/Hinges/Handles / Wiped w/ wet rag			
Cabinet Interior/Exterior / Wiped w/ wet rag			
Drawers/Handles / Free of all food, crumbs, dirt			
Drawers Interior/Exterior / Free of all food, crumbs, dirt			
Window Sills/latches/handles / Free of dust open lock & clean lock			
Sliders (Glass, track, blinds, curtains)			
Stove/Oven(top,burners,range hood, handle,knobs,drawers,racks, light, underneath)			
Microwave(clean handle, plate, interior, exterior, light)			
take it apart to clean all areas			
Dishwasher (controls, racks,handle,dispenser,around the door frame)			
Sink(faucet, handle,drain,strainer,sprayer)			
Small appliances (toaster,blender,coffe maker, ect)			
Misc.(outlets, wall covers, picture frames, knick knacks)			
Trash can (interior and exterior) / Clean free of all food & stains			
Table / Clean top & legs under table			
Chairs / Wipe down entire chair and legs			
Bar Stools/Bar / Wiped down incl. wall in front of chairs			
Highchair / take off cushion, wipe off & out			
Light fixture/Bulbs/Globes / take fixtures down			
Ceiling fan/Blades/Globes/Bulbs			
Ceiling (cobwebs)			
Wall (food splatter, dead bug, scuff marks)			
Baseboards/Molding			
Windows (Sills,locks,blinds) / no smears, sand or finger prints			
Misc(outlets,covers,switches), need wiped off			
Sliders (glass,track,blinds,curtains)			
Pictures/artwork (fronts, sides,tops) / dusted & glass free of smears.			
Floors/Molding/Walls / No build up			
Ceiling / No dust or cobwebs / latter may be needed			
Misc (outlets,covers,switches wiped off)			
Doors(around the frame , fronts and backs, hinges) No dust or build up			

Secondary Kitchen Location:	**PASS**	**FAIL**	**NOTES**
All listed items/areas must be thoroughly cleaned. Items with breaks, stains, rips/tears need to be repaired or replaced. Everything must be wiped down w/ a wet rag, not a swiffer. We highly recommend Murphy's Oil on all wood surfaces.			
Ceiling (cobwebs) / Report any ceiling damage			
Ceiling fan/light fixtures / Clean & free of dust			
Floors / Swept, Vaccuumed, Mopped			
Baseboards/Molding / No dust or pet hair			
Counters			
Cabinets/Hinges/Handles / Wiped w/ wet rag			
Cabinet Interior/Exterior / Wiped w/ wet rag			
Drawers/Handles / Free of all food, crumbs, dirt			
Drawers Interior/Exterior / Free of all food, crumbs, dirt			
Window Sills/latches/handles / Free of dust open lock & clean lock			
Sliders (Glass, track, blinds, curtains)			
Stove/Oven(top,burners,range hood, handle,knobs,drawers,racks, light, underneath)			
Microwave(clean handle, plate, interior, exterior, light)			
take it apart to clean all areas			
Dishwasher (controls, racks,handle,dispenser,around the door frame)			
Sink(faucet, handle,drain,strainer,sprayer)			
Small appliances (toaster,blender,coffe maker, ect)			

Misc.(outlets, wall covers, picture frames, knick knacks)			
Trash can (interior and exterior) / Clean free of all food & stains			
Table / Clean top & legs under table			
Chairs / Wipe down entire chair and legs			
Bar Stools/Bar / Wiped down incl. wall in front of chairs			
Highchair / take off cushion, wipe off & out			
Light fixture/Bulbs/Globes / take fixtures down			
Ceiling fan/Blades/Globes/Bulbs			
Ceiling (cobwebs)			
Wall (food splatter, dead bug, scuff marks)			
Baseboards/Molding			
Windows (Sills,locks,blinds) / no smears, sand or finger prints			
Misc(outlets,covers,switches), need wiped off			
Sliders (glass,track,blinds,curtains)			
Pictures/artwork (fronts, sides,tops) / dusted & glass free of smears.			
Floors/Molding/Walls / No build up			
Ceiling / No dust or cobwebs / latter may be needed			
Misc (outlets,covers,switches wiped off)			
Doors(around the frame , fronts and backs, hinges) No dust or build up			
Main Living Room Level:	**PASS**	**FAIL**	**NOTES**
All listed items/areas must be thoroughly cleaned. Items with breaks, stains, rips/tears need to be repaired or replaced.			
Ceiling (cobwebs)			
Walls (scuff marks, dead bugs, food splatter etc)			
sofa(s) and cushions			
Under sofa cushions / Remove cushions clean under			
Under and behind sofa / Slide couch and clean under, no sand or pet-hair			
Chairs and cushions / no sand, pet-hair or dust			
Under chair cushions / no sand, pet-hair or dust			
Under and Behind chairs / no sand, pet-hair or dust			
Ottoman / no sand, pet-hair or dust			
End tables/drawers/knobs/handles / Clean top, sides, bottom, underneath			
Coffee tables/drawers/knobs/handles / Clean top, sides, bottom, underneath			
Bookshelves / Everything must be removed, cleaned and re-organized.			
Lamps (Bulb, shade) / Free of dust / cracked or broken shades must be replaced/reported.			
Light fixture/Bulbs/Globes / Remove fixture and clean inside & out / no dust, bugs			
Windows(Sills, locks,blinds,curatins,screens) / open locks and clean			
Ceiling Fan/Blades/Bulbs/Globes / Clean with wet rag			
Baseboards/Molding / No dust or pet hair			
Flooring/Rugs (edges of carpet) Rugs need to be picked up and cleaned under			
Fireplace (tools) Clean out all old wood and coals			
Sliders(Glass,track,screens, blinds, curtains) no smears or sand			
Misc(Outlets,covers,switches) wiped down			
TV,DVD,Stereo no dust, clean front, back under and around			
Pictures/artwork (front,top,sides)			
Half Bath Location:	**PASS**	**FAIL**	**NOTES**
All listed items/areas must be thoroughly cleaned. Items with breaks, stains, rips/tears need to be repaired or replaced.			
Toilet Exterior/Interior/seat / base of toilet, no mildew in rim inside			
Sink(faucet,handles,diverter) Make faucet shiny			
Drains (make sure drain is left open) test drain for clogs			
Mirror / No fingerprints/smears			
Shower curtain/liner No mold, mildew. Replace if ripped			
Light fixture/cover/bulbs / Remove fixture / free of dust & bugs			
Exhaust fan / Cleaned free of dust / mildew/mold			
Misc (outlets,covers,switches / No dust or spots			

Windows (sills,locks,blinds,cutains)			
Trahscan inside and out / No food, splatters or stains			
Ceiling/walls (cobwebs, marks/dead bug, etc on walls)			
Baseboards/Molding / No dust, hair or build-up			
Flooring/Rugs / Remove rug and clean under it			
Pictures/artwork (front,top,sides)			
Toilet seat caps/ flaps - pop open and clean outside, inside and around			
Rec Room Location:	**PASS**	**FAIL**	**NOTES**
All listed items/areas must be thoroughly cleaned. Items with breaks, stains, rips/tears need to be repaired or replaced.			
Sofa(s) and cushions			
Under sofa cushions			
Under and Behind Sofa			
Chair(s) and cushions			
Under chair cushions			
Under and behind Chairs			
Ottoman			
End tables, drawers,knobs,handles			
Bookshelves			
Lamps(Bulb,shade)			
Windows (sills, locks, blinds, curtains,screens)			
Baseboards/Molding			
Flooring/rugs			
Fireplace (Tools)			
Tv/DVD/Stereo			
Game systems			
Pool table and/or other game table			
Wetbar			
Fridge/freezer(exterior,handles,light, drawers,shelves,controls, buttons, icemaker,)			
Misc (outlets,covers,switches)			
Ceiling/Walls (cobwebs, food splatter, marks from pool stick, scuff marks)			
Stand-alone Icemaker - do not pull out / make sure it's free of mold / empty ice out and clean tray			
Doors / sliders			
Pictures/artwork (front,top,sides)			
Hallway(s)/Staircase(s) 1st Level	**PASS**	**FAIL**	**NOTES**
All listed items/areas must be thoroughly cleaned. Items with breaks, stains, rips/tears need to be repaired or replaced.			
Ceiling/Walls (cobwebs)(scuff marks, dead bugs, splatters on wall)			
Flooring			
Baseboards/molding			
Handrails			
Spindles on stairwell and woodwork in between			
Edges of carpet on the steps			
Pictures/artwork (front,top,sides)			
Hallway(s)/Staircase(s) 2nd Level	**PASS**	**FAIL**	**NOTES**
All listed items/areas must be thoroughly cleaned. Items with breaks, stains, rips/tears need to be repaired or replaced.			
Ceiling/Walls (cobwebs)(scuff marks, dead bugs, splatters on wall)			
Flooring			
Baseboards/molding			
Handrails			

Spindles on stairwell and woodwork in between			
Edges of carpet on the steps			
Pictures/artwork (front,top,sides)			
Hallway(s)/Staircase(s) 3rd Level	**PASS**	**FAIL**	**NOTES**
All listed items/areas must be thoroughly cleaned. Items with breaks, stains, rips/tears need to be repaired or replaced.			
Ceiling/Walls (cobwebs)(scuff marks, dead bugs, splatters on wall)			
Flooring			
Baseboards/molding			
Handrails			
Spindles on stairwell and woodwork in between			
Edges of carpet on the steps			
Pictures/artwork (front,top,sides)			
Outside Areas	**PASS**	**FAIL**	**NOTES**
Grill / Remove all old charcoal, clean ashes and grease trap			
Grill grates / No food or rust on grates			
Deck furniture / Presentable, wiped down			
Trash cans			
Outdoor shower / No rust, sand or debris / Functional			
Outside appearance/curb appeal			
Is there a water hose? How many?			
Pool gate/latch / Is the latch secure? Self-latching?			
Extra pool toys and floats removed			
Any trash around the grounds removed			
Outside Storage area - clean and any rusted/broken things removed			
Miscellaneous Areas Location:	**PASS**	**FAIL**	**NOTES**
Smoke detectors – check battery – 10 year battery			
Carbon Monoxide Detectors (Clean and operable) - Check date			
Elevator (Inside Door, glass, walls, floors, switches, phone)			
Thermostats – winter 55* or summer 75*			
Bathroom ("Half Bath"/"Shared Bathroom") Location:	**PASS**	**FAIL**	**NOTES**
All listed items/areas must be thoroughly cleaned. Items with breaks, stains, rips/tears need to be repaired or replaced.			
Toilet seat			
Toilet exterior/interior			
Towel bar/toilet paper holder			
Sink (faucet,handles,diverter)			
Mirror			
Light fixture/cover/bulbs			
Exhaust fan			
Windows (sills,locks,blinds, curtains,screens)			
Shower (shower head, shower faucet, diverter, wall and tub of shower)			
Shower curtain			
Shower liner (replace if needed)			

shower rod			
shower doors			
trashcan inside and out			
toilet brush holder			
ceilings/walls (cobwebs)			
baseboards/molding			
flooring/rugs			
Doors (frame, front and back, and hinges)			
Pictures/artwork (front,top,sides)			
Doors (frame, front and back of door, hinges)			
Flooring/rugs (edges)			
Closets / closet doors, baseboards, coat hangers (8) per closet.			
Tv,dvd player,stereo			
Wall (scuff marks , dead bugs, splatters)			
Pictures/artwork (front,top,sides)			
Bedroom Location:	**PASS**	**FAIL**	**NOTES**
Mattress in good shape? Not older than 15 years			
Pillows in good shape? Appropriate size? King/Std			
Comforters and blankets washed			
Mattress pad washed/replaced if needed			
Bedframe			
Headboard/footboard			
Underneath and behind bed			
Dresser interior/exterior			
dresser drawers/knobs/handles			
Dresser mirror			
Underneathand behind dresser			
Nightstand Interior/exterior			
Nightstand drawers/knobs/handles			
underneath/behind nightstand			
Lamps/shade/bulb			
Trashcan inside and out			
Windows (Sills,locks,blinds,curtains,screens)			
Ceilings/Ceiling fans (blades/globes)			
Baseboards/Molding/walls			
Doors (frame, front and back of door, hinges)			
Flooring/rugs (edges)			
insides of closets cleaned and organized			
Tv,dvd player,stereo			
Wall (scuff marks , dead bugs, splatters)			
Pictures/artwork (front,top,sides)			
Bathroom (ONLY Fill Out if this a Master Suite)	**PASS**	**FAIL**	**NOTES**
Toilet seat			
Toilet exterior/interior			
Towel bar/toilet paper holder			
Sink (faucet,handles,diverter)			
Mirror			
Light fixture/cover/bulbs			
Exhaust fan			
Windows (sills,locks,blinds, curtains,screens)			
Shower (shower head, shower faucet, diverter, wall and tub of shower)			
Shower curtain			
Shower liner (replace if needed)			
shower rod			

shower doors			
trashcan inside and out			
toilet brush holder			
ceilings/walls (cobwebs)			
baseboards/molding			
flooring/rugs			
Doors (frame, front and back, and hinges)			
Pictures/artwork (front,top,sides)			
CLEANER/VENDOR SIGNATURE OF COMPLETION:			
INSPECTOR SIGNATURE OF COMPLETION AND DATE:			

All listed items/areas must be thoroughly cleaned. Items with breaks, stains, rips/tears need to be repaired or replaced.