

Commercial Cleaning Service Detail

	Weekly, Bi-Weekly, & Monthly Cleanings	One-Time Cleanings	Move In-Move Out Cleanings	Pre & Post-Event Cleanings	Special Project
General Tasks:					
Sweep and mop all hard floors	X	X	X	X	
Vacuum carpeted areas and area rugs	X	X	X	X	
Dust all furniture	X	X	X	x	
Dust baseboards	X	X	X	X	
Dust windowsills and ledges	X	X	X	X	
Clean and sanitize door handles, and light switchplates	X	X	X	X	
Remove all trash	X	X	X	X	
Remove all cobwebs	X	X	X	X	
Clean glass (mirrors, décor, furniture, etc)	X	X	X	X	
Spot clean walls	X	X	X	X	
Clean and sanitize all doors	X	X	X	X	
Sweep all patios and decks	X	X	X	X	
Clean ceiling fans (not requiring a ladder)			X	X	
Clean inside empty cupboards and drawers			X		X
Clean inside empty closets including empty shelves			X		X
Kitchen:					
Clean and sanitize sink and counter tops	X	X	X	X	
Clean and sanitize exterior of appliances	X	X	X	X	
Clean and sanitize floors	X	X	X	X	
Clean and sanitize all cabinet fronts	X	X	X	X	
Clean and sanitize interior of microwave	X	X	X		
Clean and sanitize interior of refrigerator	X	X	X		
Bathrooms:					
Clean and sanitize sink and counter tops	X	X	X	X	
Clean mirrors	X	X	X	X	
Clean and sanitize floors	X	X	X	X	
Clean and sanitize interior/exterior of toilets	X	X	X	X	
Additional Services					
Vacuum upholstered furniture and rugs	X	X	X	X	
Clean glass doors (inside only)	X	X	X	X	
Wash dishes and load/empty dishwasher	X	X	X		
Dust and sanitize desks, keyboards, computer monitors, etc	X	X	X		
Window washing (inside only and not requiring a ladder)					X
Clean blinds					X
Water plants					X