MISSIONMAIDS™
Quality Without Compromise Since 1987

House Cleaning Checklist

Date _____

Check the Items Below that You Would Like Your Housekeeper to Complete This Visit

BASIC MAID SERVICE	**To Do**	**Done**
All flooring is swept, mopped or vacuumed	❑	❑
All window sills and window ledges are wiped down	❑	❑
All furniture is dusted and cleaned	❑	❑
All rooms are tidied up	❑	❑
All your linens are changed and beds are made. Please don't forget to put out fresh linens!	❑	❑
All toilets, sinks, counters, tubs and showers are thoroughly wiped down, cleaned and disinfected	❑	❑
All knick-knacks, mirrors, fixtures and chrome are dusted, cleaned and shined	❑	❑
All appliance and kitchen surfaces are wiped down, cleaned and sanitized	❑	❑
All wastebaskets are emptied and wastebasket liners are replaced	❑	❑
Dishwasher emptied and/or loaded	❑	❑
	❑	❑
	❑	❑
	❑	❑
	❑	❑
	❑	❑

MAKE-READY MAID SERVICE	**To Do**	**Done**
All flooring is swept, mopped or vacuumed	❑	❑
All window sills and window ledges are wiped down	❑	❑
All ceiling fans are dusted	❑	❑
All baseboards are washed and dried	❑	❑
All toilets, sinks, counters, tubs and showers are thoroughly wiped down, cleaned and disinfected	❑	❑
All mirrors, fixtures and chrome are cleaned and shined	❑	❑
Refrigerator cleaned inside and out	❑	❑
Range or stovetop cleaned	❑	❑
Oven cleaned inside and out	❑	❑
Microsoft cleaned inside and out	❑	❑
Pantry and cabinetry dusted and cleaned	❑	❑
All trash is disposed of, fresh trash bags put in place	❑	❑
	❑	❑
	❑	❑
	❑	❑
	❑	❑
	❑	❑