

KITCHEN**DONE BY****CHECKED**INSIDE & OUTSIDE FRIDGE & FREEZER
UNDER AND OVER FRIDGE FREEZER

INSIDE, OUTSIDE, UNDER & OVER MICROWAVE

NO FOOD TO BE LEFT IN FRIDGE OR CUPBOARDS

INSIDE & OUTSIDE OVEN

COUNTERTOP, KETTLE & TOASTER

SINK & TAP, TILE BACKSPLASH

CUPBOARDS, DRAWERS INSIDE AND OUTSIDE.

WASH & DRY **ALL** CUTLERY, CROCKERY, GLASSES, POTS,
PANS. PUT BACK IN CUPBOARDS

WINDOWSILL, INSIDE OF WINDOW

TABLE, KITCHEN CHAIRS

BIN & LID, INSIDE & OUTSIDE

WIPE DOWN COUCHES, TABLE

LIGHT SWITCH, DOOR, DOOR HANDLE

SWEEP & WASH FLOOR

CEILING COBWEBS, LIGHT FITTING, SKIRTING BOARDS

PLEASE LEAVE THIS COMPLETED SHEET ON KITCHEN TABLE

BEDROOM A

DONE BY

CHECKED

SHELVES OVER BED, WINDOWSILL, INSIDE WINDOW

STRIP ALL BEDDING

LEAVE BEDDING FOLDED ON BED IF DONATING TO HOMELESS CHARITY

DESK, CHAIR, CHAIR LEGS, DESK LAMP, SHELVES

INSIDE & OUTSIDE OF WARDROBE & LOCKER

MIRROR

MARKS ON WALLS & SKIRTING BOARDS

LIGHT SWITCH, DOOR, DOOR HANDLE, MIRROR

EMPTY & CLEAN BIN INSIDE & OUTSIDE

CEILING LIGHT, COBWEBS ON CEILING & WALLS

VACUUM FLOOR & DRAWER UNDER BED

PLEASE LEAVE THIS COMPLETED SHEET ON YOUR DESK WITH YOUR KEYS

BEDROOM B

DONE BY

CHECKED

SHELVES OVER BED, WINDOWSILL, INSIDE WINDOW

STRIP BEDDING

LEAVE BEDDING FOLDED ON BED IF DONATING TO HOMELESS CHARITY

DESK, CHAIR, CHAIR LEGS, DESK LAMP, SHELVES

INSIDE & OUTSIDE OF WARDROBE & LOCKER

MIRROR

MARKS ON WALLS & SKIRTING BOARDS

LIGHT SWITCH, DOOR, DOOR HANDLE, MIRROR

EMPTY & CLEAN BIN INSIDE & OUTSIDE

CEILING LIGHT, COBWEBS ON CEILING & WALLS

VACUUM FLOOR & DRAWER UNDER BED

PLEASE LEAVE THIS COMPLETED SHEET ON YOUR DESK WITH YOUR KEYS

BEDROOM C

DONE BY

CHECKED

WINDOWSILL, INSIDE WINDOW, SHELVING

STRIP ALL BEDDING

LEAVE BEDDING FOLDED ON BED IF DONATING TO HOMELESS CHARITY

DESK, CHAIR, CHAIR LEGS, DESK LAMP, SHELVES

INSIDE & OUTSIDE OF WARDROBE & LOCKER

MARKS ON WALLS & SKIRTING BOARDS

LIGHT SWITCH, DOOR, DOOR HANDLE, MIRROR

EMPTY & CLEAN BIN INSIDE & OUTSIDE

CEILING LIGHT, COBWEBS ON CEILING & WALLS

VACUUM FLOOR & UNDER BED

PLEASE LEAVE THIS COMPLETED SHEET ON YOUR DESK WITH YOUR KEYS

DOWNSTAIRS BATHROOM**DONE BY****CHECKED**

INSIDE & OUTSIDE SINK, TAPS, AROUND TAPS

INSIDE & OUTSIDE TOILET

USE LIMESCALE REMOVER ON TOILET IF REQUIRED

INSIDE, OUTSIDE & BASE OF SHOWER

SHOWER HEAD, SHOWER CONTROLS

EMPTY & CLEAN BIN INSIDE & OUTSIDE

WINDOWSILL, INSIDE OF WINDOW

MIRROR

MARKS ON WALLS & SKIRTING BOARDS

LIGHT SWITCH, DOOR (BACK & FRONT), DOOR HANDLE

CLEAN FURNITURE INSIDE & OUTSIDE

CEILING LIGHT, COBWEBS ON CEILING & WALLS

SWEEP & WASH FLOOR

NO PRODUCTS TO BE LEFT IN BATHROOM

PLEASE LEAVE THIS COMPLETED SHEET ON KITCHEN TABLE

BEDROOM D

DONE BY

CHECKED

SHELVES OVER BED, WINDOWSILL, INSIDE WINDOW

STRIP BEDDING

LEAVE BEDDING FOLDED ON BED IF DONATING TO HOMELESS CHARITY

MIRROR

DESK, CHAIR, CHAIR LEGS, DESK LAMP, SHELVES

INSIDE & OUTSIDE OF WARDROBE & LOCKER

MARKS ON WALLS & SKIRTING BOARDS

LIGHT SWITCH, DOOR, DOOR HANDLE, MIRROR

EMPTY & CLEAN BIN INSIDE & OUTSIDE

CEILING LIGHT, COBWEBS ON CEILING & WALLS

VACUUM FLOOR & UNDER BED

PLEASE LEAVE THIS COMPLETED SHEET ON YOUR DESK WITH YOUR KEYS

BEDROOM E

DONE BY

CHECKED

SHELVES OVER BED, WINDOWSILL, INSIDE WINDOW

STRIP BEDDING

LEAVE BEDDING FOLDED ON BED IF DONATING TO HOMELESS CHARITY

MIRROR

DESK, CHAIR, CHAIR LEGS, DESK LAMP, SHELVES

INSIDE & OUTSIDE OF WARDROBE & LOCKER

MARKS ON WALLS & SKIRTING BOARDS

LIGHT SWITCH, DOOR, DOOR HANDLE, MIRROR

EMPTY & CLEAN BIN INSIDE & OUTSIDE

CEILING LIGHT, COBWEBS ON CEILING & WALLS

VACUUM FLOOR & UNDER BED

PLEASE LEAVE THIS COMPLETED SHEET ON YOUR DESK WITH YOUR KEYS

UPSTAIRS BATHROOM

DONE BY

CHECKED

INSIDE & OUTSIDE SINK, TAPS, AROUND TAPS

INSIDE & OUTSIDE TOILET

USE LIMESCALE REMOVER ON TOILET IF REQUIRED

INSIDE, OUTSIDE & BASE OF SHOWER

SHOWER HEAD, SHOWER CONTROLS

EMPTY & CLEAN BIN INSIDE & OUTSIDE

WINDOWSILL, INSIDE OF WINDOW

MIRROR

MARKS ON WALLS & SKIRTING BOARDS

LIGHT SWITCH, DOOR (BACK & FRONT), DOOR HANDLE

CLEAN FURNITURE INSIDE & OUTSIDE

CEILING LIGHT, COBWEBS ON CEILING & WALLS

SWEEP & WASH FLOOR

NO PRODUCTS TO BE LEFT IN BATHROOM

PLEASE LEAVE THIS COMPLETED SHEET ON KITCHEN TABLE

HALL, STAIRS & LANDING

DONE BY

CHECKED

MARKS ON WALLS & SKIRTING BOARDS

CEILING LIGHTS, COBWEBS ON CEILING & WALLS

GAPS BETWEEN THE BANNISTER RAILS

LIGHT SWITCHES, DOORS, DOOR HANDLES

CLEAN FURNITURE

VACUUM STAIRS, LANDING & MEZZANINE

SWEEP & WASH FLOOR

CHECK VACUUM CLEANER IS CLEAN & WORKING

ANY MAINTENANCE ISSUES TO REPORT, e.g. Bulbs, something not working, something broken, etc:

PLEASE LEAVE THIS COMPLETED SHEET ON KITCHEN TABLE