



## Oakleaf Properties Management Cleaning Expectations

### Everywhere:

- ✓ Take all nails and screws out of the walls and ceiling and putty them smoothly.
- ✓ Dust the ceiling fixtures.
- ✓ Dust all ledges.
- ✓ Clean the windows.
- ✓ Clean the door knobs and doors.
- ✓ Clean all light switches and outlets.
- ✓ Clean the walls and baseboards.
- ✓ Vacuum (get any stains out of the carpet, or get the carpet professionally cleaned).
- ✓ Get rid of all cobwebs.

### Bathroom:

- ✓ Get soap scum off the bathroom tiles and tub/shower.
- ✓ Clean out the bathroom drawers and vanity, making sure you get all the hair out (and remove any liners).
- ✓ Clean the toilet, sink, countertop and finally the floor (sweep and mop).
- ✓ Clean the mirror.
- ✓ Vacuum out the surface of the exhaust fan if super dusty.

**Kitchen:**

- ✓ Clean out all cabinets and liners.
- ✓ Wash the front of the cabinets.
- ✓ Clean all countertops.
- ✓ Clean and shine up the sink and faucet.
- ✓ Scrub the refrigerator inside and out. Remove all shelves and clean separately if necessary.
- ✓ Scrub the oven inside and out. Remove shelving, drip pans and burners.
- ✓ Clean out the dishwasher if you have one.
- ✓ Clean exhaust fan if needed.

**Bedrooms/Living Room:**

- ✓ Dust, sweep, vacuum and mop these empty rooms.
- ✓ Dust/Clean baseboards doors and switch plates.

**Stairs:**

- ✓ Sweep and mop down stairs in your apartment/house if applicable.

**Outside Area:**

- ✓ Sweep and clean off porch, if applicable, and make sure litter is picked up in the yard.

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