

Services Check List

Name _____
 Address _____
 City, State, Zip _____
 Phone _____
 E-mail _____

Jenny's Five Star
HOUSE CLEANING

Commercial / Residential

Today's Date _____

Kitchen

- ☐ Clean counter tops
- ☐ Clean microwave inside/outside
- ☐ Wipe down cabinets/hardware
- ☐ Clean outside of appliances
- ☐ Polish stainless steel appliances
- ☐ Clean refrigerator inside
- ☐ Clean range vent/filter
- ☐ Clean and sanitize sinks
- ☐ Sweep and wash floors
- ☐ _____
- ☐ _____

M T W T

Dining Room

- ☐ Clean windows/window treatments
- ☐ Clean/polish table and chairs
- ☐ Sweep/mop hard floors
- ☐ Vacuum carpets/area rugs
- ☐ _____
- ☐ _____

M T W T

Bathrooms

- ☐ Clean/sanitize sinks
- ☐ Clean/sanitize tubs, shower, toilet
- ☐ Clean mirrors and glass
- ☐ Clean and polish fixtures
- ☐ Dust light fixtures and bulbs
- ☐ Wash floors
- ☐ _____
- ☐ _____

M T W T

Bedrooms

- ☐ Change Sheets
- ☐ Dust Furniture/shelves/lamps
- ☐ Vacuum carpets/area rugs
- ☐ _____
- ☐ _____

M T W T

Living Room

- ☐ Dust all hard surfaces/shelves/blinds
- ☐ Vacuum carpets/area rugs
- ☐ Sweep/mop hard floors
- ☐ Vacuum upholstered furniture
- ☐ Polish wood
- ☐ Clean windows/window treatments
- ☐ _____
- ☐ _____

M T W T

Office

- ☐ Dust office surfaces/equipment
- ☐ file or toss loose mail/paperwork
- ☐ Clean windows/window treatments
- ☐ Vacuum carpets/area rugs
- ☐ _____
- ☐ _____

M T W T

Stairs/Entry/Hallways

- ☐ Vacuum carpets/area rugs
- ☐ Sweep/mop hard floors
- ☐ Dust cobwebs; ceilings/baseboard
- ☐ Clean windows/window treatments
- ☐ _____
- ☐ _____

M T W T

Laundry/Utility Room

- ☐ Clean washer and dryer exteriors
- ☐ Clean inside rim of washer
- ☐ Change/Clean lint traps
- ☐ Dust light fixtures and bulbs
- ☐ Empty Wastebasket
- ☐ Sweep and mop floor
- ☐ Clean laundry sink and fixtures
- ☐ Clean laundry counter/hamper
- ☐ _____

M T W T

Things Jenny likes to do . . .

- ☐ Run errands _____
- ☐ Fold Laundry _____
- ☐ _____
- ☐ _____