

# Cleaning checklist for your vacation rentals

## Living Areas

- Dust all surfaces, including coffee tables, television and shelf units, ceiling fans, picture frames or other appliances.
- Wipe light switches, chairs and sofa.
- Sweep and mop or/and vacuum clean the floors – also behind the sofas and armchairs. It should also be done in the rest of the rooms.
- Clean the windows.
- Organize the pillows, magazines, picture frames and other decorative items.
- Clean fans if applicable

## Kitchen

- Clean and sanitize all surfaces, including countertops, tables, cabinets, etc.
- Clean and sanitize the inside and outside of all the appliances, including toaster, coffee machine, oven, microwave, etc.
- Remove all food left in the refrigerator to avoid bad smells and disinfect the refrigerator.
- Check the freezer for food and if necessary defrost it.
- Remove trash and clean and sanitize the trash can.
- Sweep and mop the floors.

## Bedrooms

- Wash blankets, pillows and duvets regularly.
- Change and wash linens. Make the bed.
- Dust all surfaces, including furniture, drawers, shelves and decorative items.
- Vacuum and mop the floors, including underneath the bed and other furniture.
- Wash/dry clean curtains when needed.
- Clean windows and mirrors.
- Wipe light switches, doors and any other furniture.

## Bathrooms

- Clean the sinks. Wipe the faucets.
- Clean the shower and/or the bath. Wipe the showerhead and the faucets.
- Clean and sanitize the toilet, including the lid, the seat, the bowl and the tank.
- Wash and sanitize the toilet brush.
- Clean and polish the mirrors.
- Wash and change the towels.
- Replenish toilet paper and any complimentary toiletries
- Dust and clean drawers, cabinets and shelves.
- Remove the trash. Clean and sanitize the trash can.
- Vacuum the floors and the carpets. Mop the floors.
- Check regularly that there is no bathroom mold.

## Exteriors (If Applicable)

- Wipe down and clean terrace furniture, including chairs, tables and BBQ.
- Sweep/clean the patio, the entrances and the driveway.
- Ensure that the grass has been cut. Remove leaves and branches from the lawn.
- Check that all outdoor lamps are working properly and clean them.
- Clean the swimming pool and check that it is working properly.
- Check if there are any loose or broken tiles. Fix them.
- Clean the gutter.
- Clean the garage.

## Bi-annual or annual cleaning

- Have your carpets and curtains dry cleaned annually.
- Check for chips in the paintwork and touch them up.
- Treat scuffs on the floor, walls or furniture.
- Clean behind the refrigerator and the stove.
- Wipe away cobwebs from walls, ceilings and corners (but check for them regularly).
- Check that the exterior walls are well maintained (no peeling paint).
- Check the exterior (if applicable) for anything that might need deep cleaning or retouching.