



New Leaf Cleaning Company LLC

Cleaning Services Checklist

	Move-In/Move-Out Clean	Our Comprehensive Clean	Typical Maintenance Clean	Add-On Services
Throughout Home				
Dust horizontal surfaces: countertops, plant ledges, appliances, furniture	✓	✓	✓	
Dust light fixtures, wall décor, mantles, baseboards, lampshades	✓	✓	✓	
Wipe furniture, TVs, computers with e-cloth	N/A	✓	✓	
Clean and shine mirrors	✓	✓	✓	
Dust and mop floors	✓	✓	✓	
Shake or vacuum rugs/carpets	✓	✓	✓	
Empty trash	✓	✓	✓	
Remove cobwebs and dust (within 20 foot reach)	✓	✓	X	
Vacuum upholstery and under cushions	N/A	✓	X	
Clean and sanitize baseboards, switchplates, door knobs, cabinet pulls, window sills and tracks	✓	✓	X	
Dust blinds, ceiling fans, window sills, doors	✓	✓	X	
Dust personal items, plants, décor	N/A	✓	X	
Steam clean floors	✓	✓	X	
Spot clean walls and doors	✓	✓	X	
Clean windows (interior only)				✓
Laundry (up to 2 loads)				✓
Kitchen & Dining				
Clean outside of appliances	✓	✓	✓	
Clean inside and outside of microwave	✓	✓	✓	
Clean and sanitize countertops, backsplash, cabinet fronts, outside of trash can	✓	✓	✓	
Clean, sanitize, and polish sinks and faucets	✓	✓	✓	
Polish stainless appliances	✓	✓	✓	
Clean stovetop	✓	✓	✓	
Dust and clean table and chairs	N/A	✓	✓	
Wipe small appliances and counter items	✓	✓	✓	
Load dishwasher (if requested)	N/A	✓	X	
Clean stove grates and drip pans	✓	✓	X	
Sanitize interior of dishwasher	✓	✓	X	
Wipe inside of cabinets and drawers	✓			
Clean Oven	✓			✓
Clean Inside refrigerator	✓			✓
Bathrooms				
Clean and sanitize sinks, toilets, toilet area, tubs, and showers	✓	✓	✓	
Polish faucets, tub and shower fixtures	✓	✓	✓	
Clean cabinet fronts	✓	✓	✓	
Wipe counter items	N/A	✓	X	
Wipe inside of cabinets and drawers	✓			
Scrub grout (if possible)	✓			
Bedrooms				
Change bed linens (if fresh linens are provided)	N/A	✓	✓	