



## Cleaning Contractors Ltd.

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### Cleaning specification

#### **Kitchen**

- ☞ Dust all high-reach areas taking care to remove any cobwebs, clean coving
- ☞ Clean light fittings and shades, (check and replace bulbs as necessary if arranged with client to do so)
- ☞ Dust and clean any blinds
- ☞ Clean and wipe down walls
- ☞ Clean internal window glazing, frames and sills
- ☞ Scrub and clean tops of all kitchen cupboards and clean all high-reach switches, sockets and vents
- ☞ Deep clean extractor hood inside and out. Ensure to remove all grime, replace filter if agreed with client to do so
- ☞ Remove grease from all tiles and surfaces, wash and disinfect
- ☞ Remove burnt on grease from hob area and wash
- ☞ Clean sink area and taps (wash any dirty dishes), remove limescale and watermarks, disinfect
- ☞ Clean inside of all kitchen units – drawers and cupboards
- ☞ Clean exterior of all kitchen units
- ☞ Remove oven racks, trays and door, deep clean, wash and remove burnt on grease
- ☞ Deep clean of interior oven
- ☞ Replace oven racks, trays and door when cleaned
- ☞ Clean exterior of oven – pay particular attention to grime around the switches, polish any external chrome
- ☞ Remove all shelves and compartments from fridge and freezer, wash and disinfect
- ☞ Wash and disinfect interior of fridge and freezer, remove any mould/limescale
- ☞ Clean the exterior of fridge and freezer
- ☞ Clean internal drum and door of washing machine. Remove soap tray and wash it, removing mould and limescale
- ☞ Clean exterior of washing machine
- ☞ Clean dishwasher, remove mould and limescale especially from door edges
- ☞ Clean exterior of dishwasher
- ☞ Clean microwave inside and out. Remove and wash plate, etc
- ☞ Clean all remaining kitchen appliances: kettle, toaster, etc
- ☞ If present, clean kitchen table and chairs. If upholstery on chairs, vacuum
- ☞ Clean all doors, frames and handles, removing any stains
- ☞ Clean radiator if present, ensure to clean behind it and underneath where possible
- ☞ Clean all remaining sockets, switches and skirting boards, removing any stains
- ☞ Clean and polish all kitchen surfaces
- ☞ Empty bin(s) and clean inside and out of bin, replace bin bag
- ☞ Polish all chrome and stainless steel with specialist polish – sink, taps, extractor, oven exterior, etc
- ☞ Vacuum the floor, move out fridge/freezer and washing machine where possible to do so
- ☞ Scrub, wash and sanitise the floor

#### **Bathroom**

- ☞ Dust all high-reach areas, ensure to remove cobwebs, clean all vents and high-reach sockets and switches, clean coving
- ☞ Clean light fittings (check and replace bulbs as necessary if arranged with client to do so)
- ☞ Dust and clean any blinds
- ☞ Clean and wipe down walls
- ☞ Clean internal window glazing, frames and sills
- ☞ Clean and polish any mirrors
- ☞ Clean towel rail and any shelves, etc
- ☞ Clean radiator(s) if present, including underneath and behind where possible
- ☞ Clean inside and out of any cabinets, cupboards, drawers and any other storage units. If any standing furniture, ensure to clean behind and underneath also
- ☞ Clean shower rail and/or de-scale, clean and rinse both sides of shower screen
- ☞ De-scale, wash and sanitise all tiles
- ☞ De-scale, wash and polish bath tub –inside and out. Remove plug where possible and clean out, removing excess hair, etc. Clean and polish taps. Remove watermarks and disinfect.



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- ☞ De-scale, wash and polish shower, inside and out. Remove plug where possible and clean out, removing excess hair, etc. Clean and polish taps. Remove watermarks and disinfect
- ☞ De-scale, wash and polish basin, inside and out. Remove plug where possible and clean out, removing excess hair, etc. Clean and polish taps. Remove watermarks and disinfect
- ☞ De-scale and wash toilet bowl, disinfect
- ☞ Clean exterior of toilet including the seat, disinfect
- ☞ Clean door, handle and frames
- ☞ Clean all skirting boards, removing mould (especially where built up in corners) and stains
- ☞ Clean all switches and sockets, removing stains
- ☞ Clean and disinfect all surfaces
- ☞ Empty bin if present and clean it inside and out
- ☞ Remove any waste
- ☞ Brush/Vacuum floor
- ☞ Scrub, wash and sanitise the floor

### Lounge/ Reception rooms

- ☞ Dust all high-reach areas, ensure to remove any cobwebs, clean coving and cornice/curtain rails
- ☞ Clean light fittings and shades, (check and if necessary replace bulb(s) if agreed with client to do so)
- ☞ Dust and clean blinds and/or shutters if present
- ☞ Dust curtains
- ☞ Clean and wipe down walls
- ☞ Clean internal window glazing, frames and sills
- ☞ Clean and polish doors, frames and handles
- ☞ Clean and polish mirrors, picture frames, etc
- ☞ Clean all switches, sockets and skirting boards
- ☞ Clean radiators and/or fire-place and hearth
- ☞ Clean interior of any cupboards, storage units, shelving, etc. Ensure to use specialist polish if wood
- ☞ Clean exterior of any cupboards, storage units, shelving, etc including on top, underneath and behind. Ensure to use specialist polish if wood
- ☞ Clean all glass furniture such as coffee tables, TV stand, etc with specialist glass cleaner and polish
- ☞ Clean Television (if present) with specialist glass cleaner and wipe any other electrical items
- ☞ Wipe clean any leather sofas, chairs and stools with specialist leather cleaner and remove cushions to vacuum underneath
- ☞ Vacuum any upholstery and cushions (steam clean if booked)
- ☞ Clean and polish all additional pieces of furniture inside and out, including on top, underneath and behind
- ☞ Clean and polish all remaining surfaces
- ☞ Pull away all furniture that can physically be moved and clean floors and skirtings behind
- ☞ Empty any bins and clean inside and out
- ☞ Vacuum any rugs present (clean if booked)
- ☞ Vacuum the floor and wash and sanitise if hard flooring (clean carpets if booked)

### Bedrooms

- ☞ Dust all high-reach areas, ensure to remove any cobwebs, clean coving and cornice/curtain rails
- ☞ Clean light fittings and shades, (check and replace bulbs as necessary if agreed with client to do so)
- ☞ Dust and clean blinds and/or shutters if present
- ☞ Dust curtains
- ☞ Clean and wipe down walls
- ☞ Clean internal window glazing, frames and sills
- ☞ Clean bed and frame, vacuum mattress (steam clean mattress if booked)
- ☞ Vacuum any upholstery including underneath cushions, (steam clean if booked)
- ☞ Move bed to clean behind and underneath
- ☞ Clean and polish doors, frames and handles
- ☞ Clean and polish mirrors, picture frames, etc
- ☞ Clean all switches, sockets and skirting boards
- ☞ Clean radiators and/or fire-place



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- ☞ Clean and wipe wardrobes, chest of drawers, cupboards, shelves, desks, etc inside and out including on top and underneath, move out to clean behind
- ☞ Clean and polish all surfaces – use specialist polish if wood
- ☞ Empty any bins and clean inside and out
- ☞ Vacuum the floor, wash and sanitise if hard flooring, (clean carpets if booked)

### **General - all premises and rooms, corridors/hallway, staircases, porches, etc**

- ☞ Dust all high-reach areas, ensure to remove any cobwebs, clean coving and cornice/curtain rails
- ☞ Dust and clean light fittings and shades (check and replace bulbs as necessary if agreed with client to do so)
- ☞ Dust and clean any blinds and/or shutters
- ☞ Dust any curtains
- ☞ Clean all internal window glazing, frames and sills
- ☞ Clean and wipe down walls
- ☞ Clean and polish mirrors, picture frames, etc
- ☞ Clean and polish doors, door frames and handles
- ☞ Clean radiators, spindles and banisters
- ☞ Clean all skirting boards, switches and sockets
- ☞ Clean all furniture inside and out including on top and underneath
- ☞ Clean and polish all surfaces
- ☞ Clean any rugs/mats (steam clean if booked)
- ☞ Vacuum any upholstery including underneath cushions (steam cleaned if booked)
- ☞ Empty any bins, clean inside and out
- ☞ Vacuum all floors and wash and sanitise if hard flooring (clean carpets if booked)