

Details On What Should Be Done During Different Cleans

Daily Cleans Should Include:

- ✓ Make all beds
- ✓ Replace dirty towels, 1 set (2 bath towels, 1 hand towel & 1 wash cloth) per person
- ✓ Wipe down bathrooms, including doors
- ✓ Wipe down kitchen, including tables, breakfast bars
- ✓ Load and run dishwasher. If items in dishwasher are clean, unload it
- ✓ Straighten living room. Plump pillows and cushions, fold blankets, neaten coffee table
- ✓ Straighten bedrooms
- ✓ Take out trash

Mid-stay Cleans Should Include:

- ✓ Change all used bed linens. Please be aware of guest's personal items when stripping beds and removing dirty towels. Do not remove anything from the property belonging to a guest.
- ✓ Replace all dirty towels, 1 set (2 bath towels, 1 hand towel & 1 wash cloth) per person
- ✓ Dust all rooms
- ✓ Clean kitchen. Load and run dishwasher, vacuum & mop floor, wipe down all surfaces including tables and breakfast bars, microwave, sink and stove top
- ✓ Clean bathrooms. Wipe down all surfaces, clean tubs, showers, sinks and toilets. Vacuum and mop floors
- ✓ Straighten living room. Plump cushions and pillows, fold blankets, neaten coffee table. Straighten bedrooms
- ✓ Vacuum or sweep all rooms including uncarpeted floors and stairs
- ✓ Clean hand prints on glass doors
- ✓ Restock supplies
- ✓ Take out trash