

CHECKLIST FOR CLEANING TIPS AND ADVICE



Use these products: Jif – Mr. Muscle – Ajax – Zalo – OMO

WHERE	WHAT	CHECK
Bathroom	Walls/Floor must be degreased and cleaned Shower wall/tiles must be degreased and cleaned Toilet, sink, closet and air ventilator must be cleaned Shower curtain must be washed at 30 degrees Shower drain must be opened, emptied for hair and cleaned Cupboard, shelves and mirror must be emptied and cleaned	
Balcony	Tidy up and sweep	
Bed	Vacuum the mattress Mattress protector must be washed – if blue: wash at 60 degrees. If white: wash at 90 degrees. If possible, move the bed and clean under/behind it.	
Curtains	Shake them, do not wash the curtains.	
Closet/drawers	Closet and drawers must be emptied and cleaned both on the inside and the outside.	
Common areas	You have to clean shared rooms even if your neighbour is staying after you depart. Talk to your neighbour to discuss who will clean what.	
Door	Clean the doors and door handles (there are often finger marks on the doors) – remove nametags etc.	
Floor	Floor and frames must be cleaned	
Furniture	Vacuum and clean wooden furniture, remember to move them to be able to clean behind/underneath the furniture.	
Kitchen	Closet and drawers must be emptied and cleaned on the inside and outside Walls and floor behind and under the fridge and stove must be cleaned Clean the baking trays in the stove thoroughly Ventilator/fan – clean both the inside and the outside, remember to remove the filter to clean this as well. Remember to clean inside the fridge and freezer – defrost Throw old food and carry out the garbage – clean the garbage cans	
Mailbox	Remember to remove your nametag Give your new address to the post office	
Storage	Empty and clean the storage room – remove the padlock and your nametag	
Switches	Clean switches and outlets with a moist cloth	
Walls	Clean the walls thoroughly and don't forget the lamps	
Windows	Clean on both sides and close before departure, remember to clean the windowsills as well	

INSPECTION	Our housekeeper will check the room after you delivered the key. If not approved, you will receive an sms or e-mail with the possibility to clean it once more before we call our cleaning agency and charge you with the cost. See current rate in pricelist.
ORDER CLEANING	If you do not want to clean the rooms yourself – contact the housekeeper to order professional cleaning. See current rate in pricelist.

Contact information:

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