

# ROUTINE INSPECTION CLEANING CHECKLIST

\*\*\* If you are not home for the inspection please make sure your animals are contained, tied up or removed from the property for that day and leave a note with any repairs and maintenance issues you may have. This is for the safety of your pet and our staff. \*\*\*

## GENERAL

- Glass windows are clean along with the tracks, frames and window sills
- Tiles, floorboards, vinyl etc to be swept & mopped
- Light fittings clean and clear of insects etc
- Ceiling fans cleaned and wiped over
- Skirting boards clean & free of dust
- All doors, doorway frames and handles, clean
- Remove all cobwebs and insects

## KITCHEN

- Kitchen benches and cupboards are clear of clutter and wiped over
- Stove, grill, stovetop and elements etc will be checked for cleanliness
- Rangehood exhaust and filters clean

## BATHROOMS

- Clean toilet, bath, shower recess, and remove any build-up of soap residue and or mould from the tiles
- Wash basin and vanity cupboards fronts and drawers clean
- Exhaust fans cleaned

## LAUNDRY

- Floors clean, benches wiped over
- Laundry sink and taps clean along with laundry tub cupboard front & sink

## OUTDOOR AREAS

- Removal of all cobwebs from the outside
- Sweep and clean down all concrete surfaces such as pergolas, verandahs
- Clean & tidy and free of clutter, remove any oil residue from concrete, pavers, paths, driveways

## GARDENS, LAWN AND POOLS

- Mow lawn, trim all edges, weed gardens, general garden tidy, remove all rubbish.

**CARPET CLEANING:** It is highly recommended that if you have been living in your property for over 12 months that you engage a professional carpet cleaning company to clean your carpets. This should be done at least once a year.

**\*\*Real Deall Carpet Cleaning and Pest Control if needed - 0421 737 983 \*\***

**AIR CONDITIONING:** All air conditioning filters need to be regularly cleaned throughout your tenancy. We recommend this be at least twice a year.

**SMOKE ALARMS:** Please ensure you regularly check your smoke alarms, so they are in working order.

