



## **APARTMENT CLEANING GUIDELINES**

RESIDENTS are responsible for cleaning and restoring their apartment to its original condition at commencement of their tenancy. To assist you with your cleaning, these "Apartment Cleaning Guidelines" are provided for reference only. Please take note, you will be billed all costs related to cleaning and repairing your rental when you vacate. **Keys must be turned in at the office. Do not leave them in the apartment.**

### **CLEANING KITCHEN**

1. Stove top and vent-hood thoroughly cleaned (if you prefer to purchase new rather than clean drip pans and rings, they may be purchased for approximately \$5.00 per burner).
2. Oven and drawer thoroughly cleaned inside and out.
3. Refrigerator to be defrosted, cleaned inside and out, clean bottom pan, pull out & clean under and leave turned on.
4. Clean dishwasher inside, doors and edges.
5. Counter tops cleaned.
6. Cupboards to be cleaned inside and out.
7. Drawers thoroughly cleaned inside and out.
8. Cutting boards cleaned.
9. Ceiling panels to be removed and cleaned if needed (careful, they break easily and are expensive to replace).
10. Walls to be washed where needed and cobwebs removed.
11. All chrome and sinks cleaned and polished.
12. Floor thoroughly cleaned.

### **CLEANING DINING ROOM, LIVING ROOM, BEDROOMS AND HALLWAYS**

1. Carpets to be thoroughly vacuumed. All carpets will be professionally cleaned, and this cost will be deducted from your deposit.
2. Cobwebs to be removed from walls, ceilings, and blinds.
3. Closets to be cleaned out, shelves dusted, coat hangers, etc., removed and closet panels dusted and free of fingerprints.
4. All windows to be cleaned inside and out (unless they are second-story windows that can't be reached from balcony).
5. All walls to be washed as required for spot removal.
6. All light fixtures washed, clean tops of fan blades (careful, the globes break easily and are expensive to replace).
7. Sliding glass door and window tracks vacuumed.
8. All woodwork to be cleaned including door frames.
9. All door handles cleaned.
10. Entry way door cleaned inside and out.
11. Outside entry way swept and free of trash.
12. Patio cleaned, free of trash and cobwebs and swept.
13. All trash removed from apartment.
14. Clean return air vents.
15. Fireplace cleaned and ashes removed.
16. Storage space to be cleaned and swept out.
17. Any damage to walls or doors repaired.

### **CLEANING BATHROOM**

1. Tub, sink, toilet, tile, and chrome including towel bar and toilet tissue holder thoroughly cleaned and polished.
2. Walls cleaned where needed and cobwebs removed.
3. Cabinets and counter tops cleaned.
4. Drawers thoroughly cleaned inside and out.
5. Floor thoroughly cleaned.
6. Light fixtures and mirrors cleaned.
7. Medicine cabinet cleaned inside and out.

**VACUUM ALL CARPETING. CARPET CLEANING WILL BE PERFORMED BY THE MANAGEMENT COMPANY AND DEDUCTED FROM YOUR SECURITY DEPOSIT PURSUANT TO YOUR RENTAL AGREEMENT.**

### **DAMAGES**

In addition to any cleaning fees, the resident shall pay for any charges incurred by the owner to correct any damages.

**\*\* GUIDELINES ARE SUBJECT TO CHANGE WITHOUT NOTICE \*\***