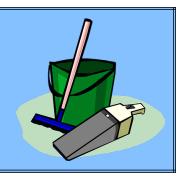
Housekeeping Checklist Your Company Name

Your Company Address
(XXX) XXX-XXXX



Client Name:	Lucy Sutton		Date: 09/18/2019	
	123 Main St	Hollywood	Florida	12345

Total Time	Time Out	Start Time
01:30	04:30 PM	03:00 PM



Daily Chores

Daily Chores				
Task Description	Complete	Problems?	Comments	Photo
Dishes	<u>></u>			
Kitchen Counters Wiped	✓			
Laundry	▽			
Bathroom Sink Wiped (With Disposable Disinfectant Clothes)	✓			
Toilet Wiped (With Disposable Disinfectant Clothes)	✓			
Tidy and Pick Up Clutter (Entire House)	✓			
Vacuum, Sweep/Mop High (Traffic Areas)	▽			

Weekly Chores

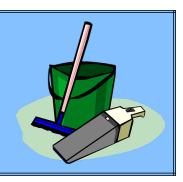
Refrigerator ✓ Discard Outdated Food ✓ Wipe Shelves ✓ Scour Kitchen Sink ✓ Scrub Tub/ Shower ✓ Scrub Toilet ✓ Mop Bathroom Flog ✓ Change Towels and ✓ Dust Entire House	d Bath Mats and Window Sills
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Additional Comments:

Everything is checked off!

Housekeeping Checklist Your Company Name

Your Company Address (XXX) XXX-XXXX



Before:	During:	Aπer:
Cleaning materials needed?		
Yes		
Mop, broom, gloves, bleach, and gla	ass cleaner.	
	Monthly Choirs	
Lights	Rugs Shake and Wash as Needed	Clean Oven
✓ Dust Lights	Windows	Wipe Out Microwave
✓ Dust Ceiling Fans	✓ Clean Curtains	Replace Air Filters
Replace Light Bulbs As Needed	✓ Clean Stove	Replace Water Filters
	Seasonal	
Spring	Summer	Winter
✓ Have Carpets Cleaned Professionally	▼ Take Care of Lawn and Yard	✓ Completely Clean House
✓ Clean upholstery	Maintenance	✓ Discard/ Donate Unused Items
	Fall	
	✓ Organize Garage/ Tool Sheds	
	Summary	
Comments		
Housekeeping is complete!		
Signature	Date	
1	09/18/2019	
1/2m_		
Y /		