

Please complete these steps before our cleaning crew arrives:



GENERAL AREAS (LIVING ROOM, BEDROOMS, HALLWAYS)

- Put away clothes, shoes, and personal items.
- Clear floors of toys, bags, and clutter.
- Tidy up surfaces (dressers, nightstands, coffee tables) so they can be fully cleaned.
- Pick up loose papers, mail, or magazines.
- Store away valuables, cash, and important documents.

KITCHEN

- Put away dishes from sink and counters.
- Remove food items from counters and tables.
- Secure pet food/water bowls (crew may move them temporarily).
- Clear stove and countertops of small appliances if possible (toaster, blender, etc.).

BATHROOMS

- Remove personal items from sinks and counters (toothbrushes, razors, makeup, etc.)
- Hang up or set aside wet towels and bathmats.
- Store away shampoo bottles, soaps, and other shower items (optional, but helps with deep cleaning).

DINING AREA

- Clear dining table of plates, cups, and decor.
- Push in chairs neatly to allow floor access.

HOME OFFICE / WORK AREAS

- Organize papers, files, and office supplies.
- Clear desk surfaces so they can be wiped properly.

PETS

- Safely secure pets in a separate room or outside during cleaning.
- Pick up pet toys and bedding (unless you'd like them cleaned)

SPECIAL REQUESTS

- Please let us know of items requiring extra care.
- Notify the team if any cleaning products should not be used on certain surfaces.