living, dining, den

Follow flow: Top-bottom, left-right or right-left, back-front always working in a circle, following the wall.

# Prepare

Turn on lights, turn off fan, put rugs and trashcans right outside door, load apron with 2 yellow towels. 1 damp and the other dry, 1 blue towel, magic eraser, and paint brush for detail dusting.

# Clean

1sr round: Start to the left (or right) of the door and work in a circle, following the walls. Long duster, dust for cobwebs, light fixtures, ceiling fans, baseboards, door frames, vents (hand wipe with deep cleans and move out cleans) windowsills, blinds

2nd round: Start to the left (or right) of the door, moving around the room in a circle. Complete all picking up/straightening/organizing and cleaning in this trip. Don’t forget the sides and legs of the furniture.

# Quality Check

Check behind the door, look up checking for dust and cobwebs, look down for dust balls, poor vacuuming or edging. Examine hardwood floors for areas that may have been missed. Check molding and tops of picture frames with your finger. Check windowsills, blinds, and windows. Check for fingerprints around doorways, light switches, thermostats, etc. Lift a few things in each room to make sure the duster got underneath items. Are pillows fluffed, blankets neatly folded, magazines straightened. Don’t forget the legs and side of tables. All sofas and chairs get vacuumed (microfiber, velvet, cloth) or wiped down (leather or leather like)

# Products

Damp towels, occasionally vinegar for mirrors, but usually water and the blue towel does a great job.

# NEVER EVERS in the living room!

* Never ever use orange oil on wood furniture.
* Never ever stand on the chairs or sofas to clean the ceiling fan or light fixtures
* Never ever open a closed drawer or closet
* Never ever close a bedroom door that was left open
* Never ever skimp on making the bed perfectly. If there is a mattress cover or duvet cover, use it!
* Never ever take any garbage off the property. If you cannot find the clients large can, ask the client of call the office. Trash removed from the client’s home could be considered theft.