

Move In / Out Checklist



MOVE-IN / MOVE-OUT SERVICE

KITCHEN

- ☐ Clean appliance exteriors and interiors
- ☐ Clean interior cabinets and drawers
- ☐ Clean cabinet fronts and handles
- ☐ Clean and shine chrome fixtures
- ☐ Disinfect and polish sinks and faucets
- ☐ Clean and sanitize countertops
- ☐ Clean backsplash and spot-clean walls
- ☐ Clean all surfaces and baseboards
- ☐ Remove ceiling and fan cobwebs
- ☐ Dust central-air vents
- ☐ Clean and sanitize refrigerator interior
- ☐ Scrub and clean exhaust-fan filters
- ☐ Clean top of refrigerator and tops of cabinets
- ☐ Clean switches, outlets, and door knobs
- ☐ Vacuum and mop floors
- ☐ Clean heat vents and registers
- ☐ Clean oven bottom drawer
- ☐ Clean light fixtures
- ☐ Move accessible appliances and clean underneath when approved

BATHROOMS

- ☐ Empty trash
- ☐ Clean and polish mirrors
- ☐ Clean and polish chrome fixtures
- ☐ Scrub, rinse, and disinfect sink and tub
- ☐ Disinfect toilet inside and out
- ☐ Clean and disinfect medicine cabinets
- ☐ Vacuum and mop floors
- ☐ Scrub shower walls and doors
- ☐ Remove wall watermarks and spots
- ☐ Clean switches, outlets, and door knobs
- ☐ Wipe down backsplash
- ☐ Clean light fixtures
- ☐ Clean and sanitize cabinet fronts and countertops

EXTRAS

- ☐ Interior windows unless they pull inward for safe access
- ☐ Sweep inside fireplace
- ☐ Sweep inside garage
- ☐ Clean glass on exterior doors inside and out

LIVING AREAS

- ☐ Clean interior windows and window sills
- ☐ Remove ceiling and fan cobwebs
- ☐ Clean all surfaces and baseboards
- ☐ Dust air vents
- ☐ Clean light fixtures
- ☐ Vacuum hallways and stairs
- ☐ Clean switches, outlets, and door knobs
- ☐ Vacuum and mop floors
- ☐ Spot-clean walls

BEDROOMS

- ☐ Clean all surfaces and baseboards
- ☐ Clean windows and window sills
- ☐ Clean light fixtures
- ☐ Dust air vents
- ☐ Vacuum and mop floors
- ☐ Remove ceiling and fan cobwebs
- ☐ Clean switches, outlets, and door knobs
- ☐ Clean walls, doors, and door frames

Extra services require additional time. Please schedule them in advance. Additional fees may apply.