



“Keeping you Green, while we Clean”

Multi-Point Checklist

Client Name: _____

Address: _____

Enviromaid Inc.'s **Multi-Point Check List** is all about you: your home, your service, your priorities.

We specialize in kitchens, bathrooms, floors and dusting, and on every cleaning, we'll make sure that those areas shine.

We work with our weekly, bi-weekly and monthly clients to ensure that your "trouble spots" are clean.

Kitchen

- Countertops and backsplash cleaned (all items removed and replaced)**
- Cabinet fronts washed or dusted**
- Sinks scrubbed and disinfected**
- Floor vacuumed or washed**
- Exterior of appliances (oven, microwave, refrigerator, dishwasher, stovetop) cleaned (interior cleaned upon request - ask for details)**
- Small appliances wiped**
- Windowsills cleaned**
- Baseboards dusted or wiped**
- Fingerprints removed from all woodwork, doorframes and switch plates**
- Trash emptied**
- Dishes washed (please set up procedure with your local office)**
- Wash or dust table and chairs**
- Extra** _____
- Extra** _____
- Extra** _____
- Extra** _____



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Bathroom

- Sink thoroughly cleaned, disinfected and rinsed
- Tub and/or shower tiles thoroughly cleaned, disinfected and rinsed
- Chrome fixtures cleaned and shined
- Toilets disinfected inside and out, including base and behind
- Vanity top cleaned (more time may be required to remove and replace items on top)
- Towels changed (if left out)
- Mirrors cleaned
- Windowsills wiped down
- Trash emptied
- Baseboards dusted or wiped
- Vacuum and/or wash floor
- Fingerprints removed from all woodwork, doorframes and switch plates
- Extra _____
- Extra _____
- Extra _____
- Extra _____



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Bedrooms

- Carpets vacuumed
- Beds made
- Linens changed (if left out - notify office if more than one linen change is needed)
- All areas dusted - on top, on front and underneath (all items removed and replaced - more time may be required if there are lots of nicknacks)
- Picture frames dusted
- Mirrors cleaned
- Windowsills cleaned
- Fingerprints washed from all woodwork, doorframes and switch plates
- Vacuum under bed (if accessible)
- Trash emptied
- Baseboards dusted
- Lampshades wiped down or dusted
- Light, general straightening completed
- Extra _____
- Extra _____
- Extra _____
- Extra _____



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Other Living Areas, including Hallways and Stairs

- All areas dusted - on top, on front and underneath (all items removed and replaced - more time may be required if there are lots of nicknacks)
- Upholstered furniture vacuumed
- Cushions and pillows fluffed and straightened
- Hardwood or tile floors damp-mopped
- Carpeted floors vacuumed
- Baseboards dusted and cobwebs removed
- Windowsills wiped down
- Fingerprints wiped from all woodwork, doorframes and switch plates
- Glass tables cleaned
- Picture frames dusted
- Lamp shades wiped down or dusted
- Light, general straightening completed
- Extra _____
- Extra _____
- Extra _____
- Extra _____
- Extra _____
- Extra _____
- Extra _____
- Extra _____



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Other

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