

# Block Cleaning List

Address: \_\_\_\_\_



Please place ROOM priority with Alpha Order (A, B, C, D, etc.)

Place each rooms ITEM priority in numerical order (1,2,3,4,etc.) Name: \_\_\_\_\_

| <i>(Master Bedroom/Living Room/Common Areas 20mins ea; Regular Bedroom 15mins ea)</i>  | <b>Rooms</b>            | <b>Master Bedroom</b>    | <b>Other Bedrooms</b>  | <b>Living Room</b>    | <b>Common Areas</b>   |
|--|-------------------------|--------------------------|------------------------|-----------------------|-----------------------|
| <b>Dust Sills, Ledges &amp; Wall Hangings</b> - Sacudir tablitas de ventanas, repisa, y decoraciones de la pared                                   |                         |                          |                        |                       |                       |
| <b>Pick Up &amp; Straighten</b> - Enderezar y recoger  |                         |                          |                        |                       |                       |
| <b>Make Beds (Change Linens if left on bed)</b> - Hacer la cama, cambiar sábanas   |                         |                          |                        |                       |                       |
| <b>Dust/Vacuum/Polish Furniture</b> – Sacudir o Aspira o sacar lustre a los muebles  |                         |                          |                        |                       |                       |
| <b>Sweep and Mop or Vacuum Carpets</b> - Barrer y trapear o aspirar los pisos<br><i>10mins ea room</i>   |                         |                          |                        |                       |                       |
| <b>Empty Wastebaskets</b> - Sacar basura   |                         |                          |                        |                       |                       |
| <b>Clean Outside Entry of Home</b> - Limpiar la entrada de la casa por fuera<br><i>5mins</i>   |                         |                          |                        |                       |                       |
| <b>Dust &amp; Clean Ceiling Fans</b> - Limpiar los abanicos del techo<br><i>5mins each</i>   |                         |                          |                        |                       |                       |
| <b>Dust Baseboards</b> - Sacudir las tablitas/marcos<br><i>30-45mins</i>   |                         |                          |                        |                       |                       |
| <b>Dust Or Wipe All Mini-blinds</b> - Sacudir o trapear las persianas<br><i>30-45mins</i>  |                         |                          |                        |                       |                       |
| <b>Vacuum or Polish Furniture</b> – Aspira o sacar lustre a los muebles<br><i>20mins</i>   |                         |                          |                        |                       |                       |
| <b>Window Cleaning (Reachable inside only)</b> - Limpiar ventanas (por dentro)   |                         |                          |                        |                       |                       |
| <b>Remove Cobwebs</b> - Quitar telarañas   |                         |                          |                        |                       |                       |
| <i>(Master Bathroom 45mins; Regular Bathrooms 25mins; ½ Bath 15mins ea)</i>  | <b>BATHROOMS (Baño)</b> | <b>Master Bathroom</b>   | <b>Second Bathroom</b> | <b>Guest Bathroom</b> | <b>Other Bathroom</b> |
| <b>Clean &amp; Disinfect Toilets, Tubs &amp; Showers</b> - Limpiar y desinfectar toilettes, bañera y regadera                                      |                         |                          |                        |                       |                       |
| <b>Clean Sinks &amp; Countertops</b> - Limpiar lavamanos y gabinetes   |                         |                          |                        |                       |                       |
| <b>Clean Mirrors &amp; Polish Chrome</b> - Limpiar espejo y pulir cromo  |                         |                          |                        |                       |                       |
| <b>Change towels (if left out)</b> - Cambiar las toallas   |                         |                          |                        |                       |                       |
| <b>Clean all cabinets (In/Out/Both)</b> - Limpiar todos los gabinetes (Dentro/fuera/Los Dos)<br><i>In/Out 10mins Out Only 5mins</i>                |                         |                          |                        |                       |                       |
| <i>(Kitchen only 45mins)</i>   | <b>KITCHEN (Cocina)</b> | <b>Additional Notes:</b> |                        |                       |                       |
| <b>Clean &amp; Sanitize Sinks</b> - Limpiar y esterilizar el lava-trastes  |                         |                          |                        |                       |                       |
| <b>Wipe down Countertops &amp; surfaces</b> - Limpiar mostrador y limpiar superficies  |                         |                          |                        |                       |                       |
| <b>Clean appliances exteriors</b> - Limpiar exterior de los electrodomésticos  |                         |                          |                        |                       |                       |
| <b>Load the dishwasher (must be empty)</b> - Poner todo en maquina de lavatrastos (llenar solamente)   |                         |                          |                        |                       |                       |
| <b>Clean Inside Microwave</b> - Limpiar adentro del microondas   |                         |                          |                        |                       |                       |
| <b>Deep Clean Oven &amp; Stove (In/Out/Both)</b> - Limpieza Profunda horno y estufa<br><i>(Dentro/fuera/Los Dos) In/Out 30mins Out Only 15mins</i> |                         |                          |                        |                       |                       |
| <b>Deep Clean Refrigerator (In/Out/Both)</b> - Limpieza Profunda refrigerador<br><i>(Dentro/fuera/Los Dos) In/Out 30mins Out Only 5mins</i>        |                         |                          |                        |                       |                       |
| <b>Clean All Cabinets &amp; Pantry (In/Out/Both)</b> - Limpiar gabinetes y despensa<br><i>(Dentro/fuera/Los Dos) In/Out 15mins Out Only 10mins</i> |                         |                          |                        |                       |                       |