



1ST GENERATIONAL GRACE HOMES, LLC

SERVICE ORDER – DEEP CLEANING

DATE OF SERVICE: _____

Company Logo & Address

Property Owner's Name
Address
City, ST ZIP

Mark Your Calendar!
Your Next Cleaning Day Is Scheduled For RETURN DATE: _____

KITCHEN	BEDROOMS
Refrigerator – clean inside / outside	Hand dust all horizontal surfaces
Move refrigerator, clean behind and floor	Dust ceiling corners
Stove – clean inside / outside	Vacuum carpet/rugs
Clean stove hood	Vacuum/dust mop/damp mop hard floors
Microwave – clean outside / inside	Clean mirrors
Dishwasher – clean outside / inside	Hand clean ceiling fans
Clean and disinfect countertops and back splash	Hand wipe grill vents
Clean/disinfect/polish sinks and faucets	Hand wipe light fixtures inside/out and disinfect switches
Cabinets – clean outside / inside	Hand wipe base boards
Empty trash	Make beds
Dust ceiling corners	Clean window sills and tracks
Hand dust all horizontal surfaces	Dust blinds
Hand wipe base boards	
Vacuum or hand wipe vent grills	
	DINING ROOM/LIVING ROOM/ ENTRY/STAIRWAYS
Sweep/vacuum floor corners and edges	Hand dust all horizontal surfaces
Sweep/vacuum floor	Dust ceiling corners
Vacuum floor rugs	Hand clean ceiling fan
Damp mop hard floor	Clean sliding glass door and track
Hand wipe light fixtures/disinfect switches	Clean all mirrors
Clean window sills and tracks	Vacuum/hand wipe vents grills
Dust blinds	Vacuum all carpet, corners and edges
	Vacuum area rugs
	Vacuum/dust mop/damp mop hard floors
BATHROOMS	Hand clean light fixtures inside/out and disinfect switches
Clean and disinfect shower and tubs, remove soil and rings	Hand wipe base boards
Clean shower doors and remove hard water spots	Clean window sills and tracks
Clean mirrors	Dust blinds
Clean exterior/interior of vanities	
Clean/disinfect/polish sinks and faucets	
Clean and disinfect countertops	UTILITY ROOM
Clean and disinfect toilets	Hand dust all horizontal surfaces (air duct work extra cost)
Clean and disinfect floor	Dust ceiling corners
Vacuum/hand wipe vent grills	Hand clean light fixtures inside/out and disinfect switches
Hand wipe baseboards	Hand wipe base boards
Dust ceiling corners	Wipe down outside of washer/dryer
Hand wipe light fixtures inside/out and disinfect switches	Move washer/dryer clean underneath and behind
Clean and disinfect towel bars	Vacuum and damp mop hard floors
Thoroughly hand dust all horizontal surfaces	Vacuum area rugs

	Damp mop floors		Empty trash
	Empty trash		Clean window sills and tracks
	Clean window sills and tracks		Dust blinds
	Dust blinds		

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Your Home Was Cleaned By:	Thank you for your business!
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