



CLEANING PROCEDURES

Entry:

- ☐ Clean inside and outside of front entry door.
- ☐ Thoroughly clean (sweep and mop) entry floor.

Kitchen:

A. Stove/Oven/Microwave:

- ☐ Thoroughly clean exterior of oven. Don't forget the oven drawer!
- ☐ Use oven cleaner to clean interior of oven. Easy-Off Fume Free is an easy, odorless product that works well for this. You may have to do some extra cleaning for stubborn spills. If so, please use a mild detergent, and/or a steel wool pad.
- ☐ Remove oven drawer – clean drawer and sweep out from under the drawer. Be careful not to wipe the ash from the oven into your clean oven drawer.
- ☐ Scour drip pans and rings with an S.O.S. pad and clean all food and spills from underneath the drip pans. (Do not use oven cleaner on the drip pans because it corrodes the surface and turns them black). New drip pans can be purchased for around \$10 if the stains cannot be removed.
- ☐ Make sure broiler pan is completely clean and placed in the bottom of the stove drawer. Easy-Off Fume Free oven cleaner works well on the broiler pan using the “cold” directions on the back of the can.
- ☐ Thoroughly clean outside, inside, above and below microwave.
- ☐ Clean walls, cabinets and floor under and around the stove.

B. Dishwasher:

- ☐ Clean inside, outside & around the edges – especially the door.
- ☐ Remove any items or food from beneath bottom the drawer.

C. Refrigerator

- ☐ Wash all inside and outside surfaces.
- ☐ Don't forget the crisper drawer (inside and underneath).
- ☐ Remove all items from the Refrigerator and Freezer area
- ☐ Clean all drawers, compartments and shelves.

D. Cabinets and Countertops:

- ☐ Interior of cabinets should be free of shelf lining, crumbs and dust. Don't forget the drawers.
- ☐ Exteriors of all cabinets should be wiped down to remove water spots and food drips or spills.
- ☐ Wipe off all countertops.
- ☐ Clean the tops of the cabinets.

E. Dishwasher:

- ☐ Clean inside, outside & around the edges – especially the door.
- ☐ Remove any items or food from beneath bottom the drawer.

F. Kitchen Floor:

- ☐ Sweep the floor to remove all dirt and debris.
- ☐ Mop the floors with a disinfecting cleaner.

G. Kitchen Sink:

- ☐ Kitchen sink should be scrubbed and free of spots and stains.



- Make sure that the kitchen faucet is clean – pay special attention to the area around the faucet knobs.

Living Room:

- Mop/sweep hardwood floors
- Wipe down ceiling fan
- Wipe down wall

Washer/Dryer:

- Washer should be clean inside and out. The exterior should be wiped down and the control turned to the “off” position.
- Dryer should be clean inside and out. Please remove all debris/lint from the lint trap. The exterior should be wiped down and the control turned to the “off” position.
- Clean floor area around and under both appliances

Bedroom:

- Carpet should be vacuumed and steam cleaned, free of any dirt or stains.
- Fan should be dusted and cleaned.
- Walls should be free from any bed rub/grease spot from absence of a headboard or any tacks, nails, sticky tape, etc. Damage from these items could result in additional charges.
- Dust all baseboards.

Bathroom:

- Wash inside and outside of vanity. Wipe or scrub all drawers, cabinets and countertops. No drawer liner should remain.
- Clean the mirror with Windex or similar product.
- Clean vanity sink, including the faucet. Sometimes a toothbrush must be used around the knobs to get them completely clean.
- Thoroughly clean inside, outside and around the toilet – including the bowl and handle – with a disinfecting product like Lysol Toilet Bowl Cleaner.
- Scour the bottom and sides of the tub with Softscrub until all dirt and soap residue is gone.

Windows:

- Wash interiors of all windows with Windex or similar product.
- Wipe down the top and tracks of all windows.
- Wipe down all windowsills.

General Items:

- All walls free of marks, stains and damage.
- All blinds must be completely clean.
- Clean all doors on both sides – including closets.
- Wash all closet and pantry shelves.
- Thoroughly vacuum all carpeting.
- Wash all light fixtures to remove dust and bugs.
- Clean all fingerprints/grime from walls, doors and light switches.
- Remove small nails from the wall.



- You are responsible for the cleaning and any damages to the carpet from stains or soils. If you had an unauthorized pet in your apartment at any time during your lease term, you will be held responsible for any damages caused by your pet, which may include the cost of replacement of carpet, pad, tack strip and labor.
- **DO NOT LEAVE ANY OF YOUR BELONGINGS OR TRASH IN OR AROUND THE UNIT. Removal by our staff will result in a charge of \$25.00 per grocery size bag (larger fees will be incurred for large personal items/furniture that is left).**

CHARGE LIST

****All Charges Represent an Estimate.**

Cost varies based on supplier & condition of furniture.

Cleaning Costs

Living Room Cleaning	\$100
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Kitchen

Oven	\$ 50.00
Fridge	\$ 25.00
Cabinets	\$ 25.00
Counter Tops	\$ 10.00
Floor	\$ 10.00
Sink	\$ 10.00
Full Kitchen Clean	\$ 150.00

Laundry Room

Dryer (including lint trap)	\$ 15.00
Washing Machine	\$ 15.00
Full Laundry Clean	\$ 30.00

Bedroom

Ceiling Fan	\$8
Blinds	\$15
Baseboards	\$15
Furniture	\$25
Full Bedroom Clean	\$100

Bath

Toilet	\$ 10.00
Tub/Shower	\$ 20.00
Sink	\$ 10.00
Cabinets/Vanity	\$ 10.00
Floor	\$ 15.00
Full Bath Clean	\$ 85.00

Trash Removal

Furniture Removal (per item)	\$ 45.00
Trash-Out (per bag)	\$ 25.00

Flooring Costs

Landing/Hallway	\$TBD
Small Carpet Stain Removal	\$25.00
Large Carpet Stain Removal	\$50.00
Ozone Treatment	\$100 per day
Subfloor Treatment	\$250.00

Carpet Repair/Replacement

Replacement Per Bedroom	\$350-450
Replace Hallway/Landing	\$TBD
Stretch Carpet	\$TBD

Laminate Floor Replacement

Living room	\$TBD
Kitchen	\$TBD

Walls

Curtain Rod Removal & Patch	\$ 35.00
Anchor hole patch & repair	\$ 15.00
Holes through wall (<1'x1')	\$ 65.00
Holes through wall (>1'x1')	\$ 150.00
Closet/Laundry Shelf	\$ 50.00
Door Knob Hole Repair	\$ 80.00
Fist Hole Repair	\$ 80.00
Dart Board	\$ 120.00

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Paint Costs

Full Unit Paint	\$300-700
Single bedroom	\$250
Painting One Bathroom	\$75
Painting Trim Throughout	\$50
Painting Ceiling Per Room	\$50
Painting Common Areas Only	\$150
Sticky Tape	\$ 55.00
Bed Rub	\$ 60.00
Excessive Scuffs on Walls	\$ 25.00

Windows (Replacements)

Windows	\$ 250.00
Regular Blinds	\$ 25.00
Back Door Blinds	\$ 50.00
Plantation Blinds	\$ 50.00
Mini-Blind Twist Rod	\$ 10.00
Bedroom Screen	\$ 35.00

Doors & Locks (Replacements)

Interior Door Frame replacement	\$ 200.00
Interior Door	\$ 150.00
Front door lock replacement	\$ 75.00
Bedroom door lock replacement	\$ 55.00
Door knob replacement	\$ 75.00
Front door replacement	\$ 450.00
Door stops	\$ 5.00
Sand/Stain/Refinish Wood Door	\$ 150.00

Bath (Replacement Costs)

Cabinet	\$ 300.00
Shower Head	\$ 25.00
Towel Rack Rod	\$ 15.00
Towel Rack Holder	\$ 45.00
Toilet Seat	\$ 35.00
Tank Lid	\$ 125.00
Complete Toilet Replacement	\$ 350.00
Bath Vanity	\$ 200.00
Mirror	\$ 100.00
Faucet	\$ 55.00
Shower Knob	\$ 25.00
Sink Stopper	\$ 25.00
Tub Stopper	\$ 15.00

Kitchen (Replacement Costs)

Faucet	\$ 80.00
Disposal	\$ 90.00
Refrigerator	\$ 600.00
Microwave	\$ 325.00
Kitchen Sink	\$ 125.00
Oven	\$ 450.00
Dishwasher	\$ 350.00
Ice Maker	\$ 110.00
Crisper shelf in refrigerator	\$ 45.00
Oven door replacement	\$ 100.00
Microwave door	\$ 65.00
Microwave Tray or receptacle	\$ 35.00
Refrigerator handle	\$ 35.00
Oven door handle	\$ 35.00
Shelf retainers in refrigerator	\$ 30.00
Cabinets	\$ 1,400.00
Cabinet doors	\$ 45.00
Drawer	\$ 50.00
Burn in Countertop (per burn)	\$ 35.00
Countertop Laminate Replaced	\$ 200.00
Countertop Replacement	\$ 600.00
Cabinet Door Pulls	\$ 3.00

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Living Room (Replacement Costs)

Ceiling Fan	\$ 125.00
Smoke Detector (hard wired)	\$ 45.00
Sprinkler Head	\$ 200.00
Air Duct vent	\$ 35.00

Pest Control Needed

Live Bugs	\$ 100.00
Flea Treatment	\$ 200.00

Lights & Globes

Interior Bulb	\$ 2.00
Laundry Room Globe	\$ 35.00
Ceiling Fan Light Globe	\$ 35.00
Dining Room Globe	\$ 35.00
Dining Room Light Fixture	\$ 75.00
Kitchen Light Cover	\$ 45.00
Bedroom Ceiling Fan/Light Fixture	\$ 125.00
Bathroom Vanity Light Fixture	\$ 100.00

Miscellaneous

Unit/Bedroom Key	\$ 25.00
Mail Key	\$ 25.00
Parking Decal (Reserved Parking)	\$ 25.00
Magnetic Ket Fob	\$ 75.00
Trash Removal (per bag)	\$ 25.00
Pool Wristband	\$125.00
Satellite Dish Removal	\$ 150.00
Thermostat	\$ 35.00
Switch replacement	\$ 15.00
Outlet cover	\$ 5.00
Washer	\$ 525.00
Dryer	\$ 550.00
Drip Pan Set	\$ 20.00
Sprinkler Head	\$ 50.00
Smoke Detector	\$ 25.00

Furniture Replacement/ Repair Costs

3 Seat Couch	\$500
2 Seat Couch	\$480

Desk	\$141
Desk Chair	\$109

Lounge chair	\$335
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Bar Stool	\$130 Per chair
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Mattress	\$229
Bed Frame	\$160

Coffee Table	\$125
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Entertainment Center	\$195
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Dresser	\$400
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Kitchen Table	\$189
Kitchen Chair	\$109 Per chair

Flat Screen TV	\$350
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