

The Furies

REGULAR CLEANINGS and CHANGEOVERS

The Furies does a complete cleaning for each changeover. When we do changeovers, we do our regular list PLUS the changeover list. Our goal is to have your house just as clean for your last tenants as it was for your first tenants.

REGULAR CLEANS

Throughout the house:

- Decobweb high places and corners
- Dust ceiling fans (may be some height restrictions)
- Wipe windowsills, baseboards, heat registers
- Dust blinds either upon request or once a month
- Wipe switchplates, woodwork as needed
- Dust picture frames
- Clean mirrors, shine any other glass
- Wipe tops of light bulbs, clean lamps and lampshades
- Empty trash and clean trash cans
- Do a general straightening throughout
- Vacuum underneath the edges of rugs, vacuum rugs and carpets
- Vacuum, mop, and towel dry the floors
- Wipe out window wells as needed

Kitchen:

- Clean all appliance exteriors (interiors upon request with office)
- Shine the fronts of ovens, dishwashers, refrigerators
- Clean interior and exterior of microwaves and toaster ovens
- Clean tables and chairs
- Disinfect countertops and backsplash
- Wipe cabinet fronts
- Shine the fronts of ovens, dishwashers
- Scrub and disinfect sinks (dishes if needed)

Bathrooms:

- Scrub, disinfect and shine tub and shower surrounds or tiles
- Disinfect toilets inside and out, as well as adjacent walls
- Clean exposed vanity lights
- Clean mirrors
- Disinfect vanity tops and backsplash
- Wipe cabinet fronts

- Scrub and disinfect sinks
- Shine chrome fixtures

Bedrooms:

- Dust all furniture
- Vacuum inside closet if accessible
- Be sure to vacuum under the bed(s)

Other living areas, hallways and stairs:

- Dust furniture and any flat surface
- Vacuum all upholstered furniture
- Straighten and plump cushions and pillows

ADDITIONAL CHANGEOVER TASKS

GENERAL

- CHECK AND VACUUM THE DRESSER DRAWERS
- VACUUM UNDER BEDS, IN CLOSETS, UNDER COUCH CUSHIONS
- MAKE BEDS LOOK NICE, PLUMP AND FLUFF
- SHUT OFF ALL INTERIOR LIGHTS
- CLOSE AND LOCK ALL WINDOWS AND DOORS, PUT BLINDS AT THE SAME HEIGHT.

BATHROOMS

- MAKE SURE THERE IS TOILET PAPER
- REMOVE BAR SOAP, SHAMPOO, RAZORS
- CLEAN INSIDE MEDICINE CABINETS AND VANITY DRAWERS (HAIR, ETC.)
- DISINFECT ALL SURFACES **EVEN IF THEY APPEAR CLEAN**

KITCHENS

- WASH OUT KITCHEN TRASH CAN AND PUT A CLEAN WHITE LINER IN IT
- CLEAN INSIDE THE OVEN, TOASTER OVEN, MICROWAVE, TOASTER
- SHINE THE FRONTS OF THE STOVES, DISHWASHERS AND CABINETS
- CHECK SILVERWARE DRAWERS FOR CRUMBS
- CHECK INSIDE CABINETS FOR **GENERAL** TIDINESS
- MAKE SURE THE DISHWASHER WAS RUN. IF NOT: START IT
- CLEAN THE INSIDE OF THE DISHWASHER DOOR AS NEEDED
- EMPTY FRIDGES AND FREEZERS COMPLETELY, WIPE OUT
- CHECK COFFEE MAKERS FOR GRINDS, WASH POT IF NEEDED
- DISINFECT ALL COUNTERS **EVEN IF THEY APPEAR CLEAN**

OUTSIDE: (WEATHER PERMITTING)

- PICK UP ANY BITS OF TRASH ON THE GROUND OR IN THE DRIVEWAY.
- WIPE DECK FURNITURE, SWEEP PORCHES, ENTRIES AND STEPS
- CHECK THE OUTDOOR SHOWERS FOR SOAPS, SHAMPOOS, RAZORS, ETC.
- WASH EXTERIOR TRASH BARRELS IF EMPTY AT LEAST ONCE DURING THE SUMMER