

A GUIDE TO CLEANING DURING YOUR TENANCY & INSPECTION

ONCE A WEEK

1. Marks should be removed from walls.
2. All floors and skirtings need to be swept/vacuumed and washed.
3. All carpets need to be vacuumed.
4. Cobwebs need to be removed including those in verandah areas.
5. Lawns to be mowed and edges trimmed. Flower beds & pebble areas should be weeded
6. Oven, stove and Range hood should be cleaned after use.
7. No rubbish should be left in the garden or elsewhere.
8. Particular attention should be paid to bathrooms, toilets and bathroom cabinets. Shower recess should be scrubbed and grouting left free of all soap residue and mildew. Shower screens and curtains need to be washed.
9. Driveways, carports and all concrete areas should be free of oil and grease stains.
10. Sliding door tracks and window tracks are to be free of dust/dirt.

ONCE A MONTH

1. Stove (especially behind the stove), griller and drip trays to be thoroughly cleaned.
2. Exhaust fans need to be removed and cleaned.
3. Dust ceiling fans
4. Air vents should be dusted.
5. Windows and window-sills should be cleaned thoroughly.
6. All light fittings should be cleaned and all light globes should be in working order.
7. Drain grills to be kept free of hair/sludge.
8. Check for and report any water leaks inside or outside the house.

ONCE A YEAR (MINIMUM)

1. Carpets should be professionally steam cleaned or dry cleaned.

REPORT IMMEDIATELY ANY REPAIRS THAT REQUIRE ATTENTION