



COVID TERMINAL CLEANING CHECKLIST

KITCHEN	DONE
Wipe & Sanitise Appliances	
Sanitise Faucets, Sink & Handles	
Wipe & Sanitise Counters	
Wipe & Sanitise Stovetop	
Sweep &/or Mop Floors	
Clean Refrigerator (In & Out)	
Clean Cabinets (In & Out)	
Clean Windowsils & Baseboards	
Clean Toaster & Microwave	
Sanitise all Touch Points	
Empty Rubbish Bin	
Dust Light Fixtures	
Clean handled crockery & untensils	

DINING ROOM	DONE
Wipe down & sanitise table & chairs	
Wipe & Sanitise Placemats	
Dust Light Fixtures	
Clean Windowsils & Baseboards	
Sweep, Mop &/or Vacuum Floors	
Sanitise all Touchpoints	

ENSUITE or LAUNDRY	DONE
Clean & Sanitise Toilet	
Sanitise Faucets, Sink & Handles	
Sanitise all Touchpoints	
Sweep & Mop Floor	
Clean Mirrors	
Replenish Hand Towels	
Replenish Toiletries & Soap	
Wipe Windowsils & Baseboards	
Empty Rubbish Bin	

ENTRY WAY	DONE
Dust & Wipe shelves & décor	
Sweep & Mop Floor	
Wipe Windowsils & Baseboards	
Sanitise all Touchpoints	

BEDROOM 1, 2 & 3	DONE		
Dust Light Fixtures & Blinds			
Dust artwork and décor			
Clean Windowsils & Baseboards			
Vacuum Carpet			
Change Bed Sheets & Dress Cushions			
Clean Mirrors			
Wipe & Sanitise Surfaces			
Sanitise all Touchpoints			
Empty Rubbish Bin			

BATHROOM 1, 2 & 3	DONE		
Clean & Sanitise Toilet			
Sanitise Faucets, Sink & Handles			
Sanitise Shower/Bath cubicle			
Clean Drains			
Clean Mirrors & Shower Screen			
Replenish Toilet Paper			
Replenish Toiletries & Soap			
Wipe windowsil & Baseboard			
Replenish Towels & Bath Mats			
Sweep & Mop Floors			
Sanitise all Touchpoints			
Empty Rubbish Bin			

LOUNGE ROOM	DONE		
Sweep, Mop &/or Vacuum Floors			
Sanitise Surfaces & Touchpoints			
Dust Light Fixtures & Blinds			
Vacuum Sofas & Dress Pillows			
Sanitise remote controls			

Client Name:	_____
Phone Number:	_____
Service Date:	_____
Job Start Time:	_____
Job Finish Time:	_____
Signature:	_____