



# Routine Inspection Cleaning Guide

## General Cleaning

- Carpets and floors – sweep, mop and vacuum
- Windows – clean the inside and outside of windows, as well as windowsills, runners and tracks
- Wood work – clean skirting and window frames
- Doors – interior and exterior doors, the tops of doors, handles and edges
- Cupboards – clean internal and external doors and shelves
- Walls – remove marks, especially around light switches
- Light fittings – clean fittings and replace any burnt out globes
- Cobwebs – remove from corners and other areas inside
- Curtains and blinds – ensure they are clean and dust-free

## Bathroom & Laundry

- Toilet – clean thoroughly
- Cabinets – clean internal and external doors and shelves
- Bench tops – wipe down and tidy
- Shower/Shower Screens – scrub shower recess
- Grouting and tiles should be free of soap residue and mould
- Ceilings and walls – mould and mark free
- Bath – scrub and wipe down
- Basin – scrub and wipe down
- Exhaust fan – remove cover and wash in detergent or bleach

## Kitchen

- Oven – clean inside and out per manufacturers recommendation
- Hot plates and stove top – lift up and clean underneath where possible
- Griller – clean drip tray too
- Walls and floors – wipe down and clean any stains or marks
- Exhaust fans – remove cover and wash in detergent to remove and grease
- Cupboards – clean internal and external doors and shelves
- Splash back – clean to remove any oil/cooking stains or streaking
- Bench tops – wipe down and tidy

## Exterior

- Cobwebs – remove from windows, doorways, light fittings, garage and carports
- Oil and grease stains – remove from driveways, carports and garage
- Rubbish – remove from property
- Windows – exterior windows cleaned
- Lawns – mowed and edges trimmed
- Garden beds – weed free
- Flowering bushes etc. – pruned per original condition
- Paths and paving – weed free