**Cleaning Tenant Checklist**

To assist you with the process of cleaning your home we have created the following checklist as a guide. The property must be kept in a clean/tidy condition.

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| Area | Notation | COMPLETED |
| Floor coverings | * All floors must be clean and stains removed. * Carpets to be commercially cleaned if necessary * Tiles and timber floors mopped | .....................  ..................... |
| Windows | * Cleaned inside and where able outside * Window / sliding door sills cleaned * Window frames and glass to be free of mould | .....................  .....................  ..................... |
| Window coverings | * Venetian blinds cleaned (if applicable) * Net curtains to be mould free * Curtains cleaned (do not wash without prior approval) | .....................  ..................... |
| Walls | * Marks removed from all walls throughout |  |
| Bathroom | * All tiles cleaned, grouting and ceiling mould free * Toilets washed inside and out * Bathroom basin free of all soap scum * Exhaust fan clean, free of dust | ......................  ......................  ......................  ...................... |
| Kitchen | * All cupboards washed inside and out * Oven, stove and cook top free from grime (including oven trays and racks) * Exhaust fans cleaned and free from residue | ......................  ...................... |
| Bedrooms | * Built in wardrobes free from dirt and doors / mirrors cleaned | ...................... |
| Laundry | * Laundry tub cleaned * Floors mopped | ....................... |
| General | * External areas to be tidy, including gardens, regularl mowing of lawns, maintaining pools, garage. Remove any garden waste after lawn mowing during your occupancy * All light fittings in working order, cleaned and free from dust and insect droppings | ......................  ...................... |