



New Construction Cleaning

Rough Cleaning:

- Removal of trash, dirt and small debris from the interior of the unit and dispose of according to the Contractor's dumpster
- Clean all tubs, toilets, lavatories, kitchen sinks and appliances
- Remove any and all temporary protection and labels not required to remain
- Clean inside and out all kitchen cabinets and vanity cabinets as well as counter tops
- Scrape and wash inside surfaces of all windows and sliding glass doors – remove any stickers or labels
- Clean all windows and sliding glass door frames, sills and tracks
- Clean all utility closets, furnace closets, storage areas, attics and garages
- Clean all water heaters
- Clean water valve box (washing machine/dryer area)
- Vacuum and mop all floors

Final Clean:

- Removal of trash, dirt and small debris from the interior of the unit and dispose of according to the Contractor's dumpster
- Clean and polish kitchen cabinets, kitchen counter tops and vanity tops
- Vacuum inside all cabinets removing dirt and debris
- Polish all cabinets, vanities, other stained woodwork, stainless steel sinks using appropriate products
- Clean and shine inside surfaces of all windows and sliding glass doors
- Clean and shine all plumbing fixtures and related trim to a sanitary condition
- Clean and shine all medicine cabinets, mirrors and bath accessories
- Clean and shine all electrical fixtures and trim
- Clean and shine all appliances
- Remove all packing materials, temporary labels, operating/maintenance manuals and place in kitchen drawer as directed
- Clean all wood base, casing, sills and shelving
- Clean outside and inside of all exterior doors, including thresholds
- Clean and shine all interior doors
- Sweep and mop all floors
 - Sweep and mop all interior storage areas, garages, exterior patios/porches (will power wash porches/patios if necessary)
 - Dust or vacuum walls and ceilings if required

- Ceiling fans will be cleaned including globes/light fixtures, blinds, window sills/ledges, baseboards, and inside closets
- Report any problems (broken or damaged) to builder

Final Cleaning Scope Overview by Room

- **Kitchen**
 - All outer surfaces washed and wiped down
 - Sink scoured and shined
 - All cabinets, drawers, refrigerator, oven, microwave (if applicable) and dishwasher will be wiped out inside and out
 - Drawers will be removed from cabinets to get any excess debris/dirt, etc. from under drawer if on floor level
- Refrigerator and stove will be moved to allow for cleaning under and behind each appliance
- **Floors – All Rooms**
 - All floors will be mopped and vacuumed
 - **Bathrooms**
 - All bathroom areas will be cleaned including all fixtures, inside all cabinets and drawers, showers/tubs, sinks and toilets
 - All mirrors will be cleaned and shined
 - **Dusting – All Rooms**
 - All ceilings/walls, ceiling fans will be cleaned including globes/light fixtures, blinds, window sills/ledges, baseboards, and inside closets
 - **Outside Areas**
 - Front and Back Porch/patio floors will be swept and mopped if applicable
- Storage room/area will be cleaned including floor
- **Laundry Areas**
 - Washers and dryers (if applicable) will be wiped down inside and out
 - Both will be moved to allow for cleaning under and behind
 - **Windows**
 - Clean interior of all windows
 - Remove all labels and stickers

Touch Up Cleaning

All touch ups will be addressed and everything will be considered move-in ready. The process will be considered complete once the garage is swept, floors vacuum and mopped and any dust remaining will be cleaned