

Move In/Out Checklist

Kitchen

- Dust all corners, walls, light fixtures, & fans
- Dust shelves
- Clean countertops and surfaces
- Clean the outside of large counter top items
- Clean the backsplash throughout the kitchen
- Clean faces and inside of cabinet and drawers
- Clean inside and outside of microwave
- Clean inside and outside of oven
- Clean the outside of the dishwasher
- Clean the inside and outside and the top of the refrigerator and freezer
- Clean the outside of the hood vent
- Clean light switches and power outlets
- Polish all stainless steel
- Clean windows
- Clean doors, door frames, and handles
- Clean inside of pantry
- Clean baseboards and toe kick
- Clean blinds and sills and windows
- Clean and polish sink and fixtures
- Vacuum floors
- Mop floors

Dining Areas

- Dust all corners, walls, light fixtures, & fans
 - Dust shelves
 - Clean doors, door frames, and handles
 - Clean light switches and power outlets
 - Clean baseboards
 - Clean blinds & sills & windows
 - Clean glass on back door
 - Vacuum floors
 - Mop floors
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Living Areas

- Dust all corners, walls, light fixtures, & fans
 - Dust shelves
 - Clean surfaces
 - Clean doors, door frames, and handles
 - Clean light switches and power outlets
 - Clean baseboards
 - Clean blinds & sills & windows
 - Clean glass on back door
 - Clean inside of closets
 - Vacuum floors
 - Mop floors
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Foyer & Hallways

- Dust all corners, walls, light fixtures, & fans
 - Dust shelves
 - Clean surfaces
 - Clean doors, door frames, and handles
 - Clean light switches and power outlets
 - Clean baseboards
 - Clean blinds & sills & windows
 - Clean glass on front door and front windows
 - Clean inside of closets
 - Vacuum floors
 - Mop floors
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Laundry Room & Mud Room

- Dust all corners, walls, light fixtures, & fans
 - Dust shelves
 - Dust washer & dryer
 - Clean surfaces
 - Clean inside and faces of cabinets/drawers
 - Clean doors, door frames, and handles
 - Clean light switches and power outlets
 - Clean baseboards
 - Clean blinds & sills & windows
 - Clean inside of closets
 - Clean glass on back door
 - Vacuum floors
 - Mop floors
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Bedrooms

- Dust all corners, walls, light fixtures, & fans

- Dust shelves
 - Clean surfaces
 - Clean doors, door frames, and handles
 - Clean light switches and power outlets
 - Clean baseboards
 - Clean blinds & sills & windows
 - Clean inside of closets
 - Vacuum floors
 - Mop floors
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Bathrooms

- Dust all corners, walls, light fixtures, & fans
 - Dust shelves
 - Dust wall fixtures
 - Clean bathtub
 - Clean shower, tracks, and glass
 - Clean vanity & sink
 - Clean mirrors
 - Clean faces and inside of cabinets and drawers
 - Clean inside and outside of toilet
 - Clean doors, door frames, and handles
 - Clean light switches and power outlets
 - Clean baseboards
 - Clean blinds & sills & windows
 - Clean inside of closets
 - Clean glass on front door and front windows
 - Vacuum floors
 - Mop floors
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