Housing Cleaning Checklist

The following is a guideline to be used in cleaning your apartment when vacating. The Apartment Upkeep Guide may be used for “How to clean” help. Management will do a walk-through of your unit and note items that are not cleaned well or damaged. Charges are applied to your student account.

Kitchen
- Refrigerator/Freezer: Wash/wipe all inside areas, wipe down the outside and on top of refrigerator.
- Counter tops: Wipe off and remove any stains.
- Cabinets/drawers: Wipe out any debris; do not leave any crumbs inside.
- Backsplashes/walls: Wash down with soapy water and rinse well.
- Microwave*: Wash and wipe out debris. Don’t forget the exhaust grill.
- Dishwasher*: Make sure all items are removed, including food debris, and wipe outside down.
- Stove: Range top: Take out drip pans and clean any residue under range top. Clean the drip pans or replace them if they are stained or spotted. Tip: Oven Off works good on these too Oven: Clean inside and outside. (Please use self cleaning feature or “Oven Off”, and/or scouring pads to remove hard cooked on spots) Wipe oven out AFTER running the self-clean operation.
- Oven drawer: Pull drawer out, sweep under stove, and then wipe the inside of the drawer.

Bathroom
- Toilet: Clean inside and outside.
- Bathtub: Clean shower walls, doors, faucets, and bathtub thoroughly. Remove all soap scum/mildew.
- Sink: Clean and wipe down vanity top.
- Mirror/medicine cabinet: Remove all items and wipe out. Clean mirror.
- Cabinets/Drawers: Wipe out and remove all debris.
- Backsplashes/walls: Wash down with soapy water and rinse well.

Windows
- Wash and clean all windows in the apartment. Including sliding doors.
- Clean out window sills (NO Dirt or debris left behind in tracks).
- Wipe down all blinds (Use a damp soft cloth, don’t leave residue behind).

Floors
- Vacuum all carpet areas, including the edges (Use a broom to sweep out corners and then vacuum if needed)
- Mop all vinyl flooring (Pay attention to corners under the cabinets. Magic Eraser helps with hard dirt).

Walls
- Remove all decorative boarders (if applicable).
- Remove all nails/picture hangers (do not patch holes please, poor patch jobs will be fined as well).
- Wash light switches and wipe down baseboard heaters or heater vents*.

Laundry Rooms/Closets*
- Wipe down the inside and outside of the washer and dryer. No soap debris, lint remains or trash.
- Clean out cabinets and drawers. No soap debris, lint remains or trash.
- Sweep and mop floors. No soap debris, lint remains or trash.

Furniture*
- Wipe down all furniture (beds, desks, dressers, chairs, tables); make sure no debris/spills are in drawers.
- Remove ALL debris from under couch cushions, vacuum under beds and mattresses.
- Empty the vacuum cleaner and clean the inside of the container with a damp cloth.

*Not in all units