
Apartment Upkeep Guide

KITCHEN

Refrigerator: Wipe up spills immediately. To clean the inside, please use a non-abrasive soap with warm water or all-purpose cleaner, e.g. “409” or “Pine-Sol” on a sponge or wash cloth. Remove racks to clean properly. Please clean behind and under the refrigerator at least every other month; this will help with the buildup of debris that accidentally falls under or behind it. Vacuum out the dust that collects in the coils in the bottom front of the refrigerator.

Stove: To clean stove and drip pans, use a degreaser or mild abrasive cleaners. If there are burnt-on-stains, let the drip pans soak in warm soapy water and use a product like SOS pads to remove tough build up, or you can use oven cleaner on rings and drip pans. Regular cleaning is crucial to keeping drip pans and **under the drip pans** clean and free of stains. Please note that when you vacate an apartment, the drip pans must have no stuck on debris or burnt-on-stains. You will be charged to replace them if they are left in less-than-perfect condition.

Oven: Wipe up spills immediately once the oven has cooled. Use an oven cleaner like Oven Off to remove hard build-up. Do this every month to ensure that permanent stains do not accumulate. Use a stainless steel scrub pad for oven racks. You may also find it helpful to run the self-cleaning option at least once a month if you use the oven heavily.

Microwave: Wipe up spills immediately. To clean the inside, please use a non-abrasive soap with warm water or all-purpose cleaner.

Counter tops: To clean, please use a non-abrasive soap with warm water or all-purpose cleaner like “Clorox with Bleach,” “409,” or “Pine-Sol” on a sponge or wash cloth.

Cupboards: To clean the inside, please use a non-abrasive soap with warm water or all-purpose cleaner like “409” or “Pine-Sol” on a sponge or wash cloth.

Sink/Disposal: Clean sink with a non-abrasive cleaner. Wiping the sink out after dishwashing will help eliminate hard water stains and stuck on debris. Do not put hard items down the disposal (i.e.: egg shells, potato skins, onionskins, fruit peels/rinds, bones, etc). If a smell persists, put a ¼ cup of baking soda down the drain and let it sit for a half hour and then rinse. Do not rinse grease or fat down the drain. Pour grease in a covered container and dispose of it in the garbage.

Backsplashes/Walls: Wipe up splashes immediately. Wipe down walls and backsplashes as needed with a damp washcloth. Do not scrub the walls or the paint will rub off.

BATHROOMS

Bathtub/Shower: Clean showers and tubs with a non-abrasive cleaner regularly to help eliminate hard water stains, soap stains, etc. Clean hair out of drains regularly to ensure smooth drainage. If a clog occurs, you may use “Drano”, “Liquid Plumber” or any other de-clogging solution. When you use the shower or take a bath, please run the fan for at least **an hour** afterwards. This will help with any moisture collection problems. Always make sure to close the bathroom door when the shower is running, and if you have a shower curtain, that the curtain is *in* the tub.

LAUNDRY AREA

Floors: Wipe up spills immediately. Sweeping floors daily will help eliminate dirt build up. Mop floors with a non-abrasive, no wax cleaner. Mop floors once a week or more frequently as needed.

Washing Machine: Wipe up spills immediately. Clean around the top of the machine barrel and lid with a non-abrasive cleaner. Do not overload machines with clothes. Use only enough soap for the size load you are washing. **DO NOT DYE CLOTHING INSIDE THE WASHING MACHINE.**

Dryer: Wipe up spills immediately and remember to wipe along the inside edge of the door. Remove lint from the lint trap in the dryer before every load.

LIVING AREAS/BEDROOMS

Floors: A vacuum is available for your use. Please vacuum at least once a week. Dirt can get down into the fibers of the carpet and act as a cutting agent. Pay special attention to the corners and edges. Try using a broom to sweep out dust and debris along the edges of the carpet and then vacuum. If you spill something on the carpet, clean it immediately. Use a carpet cleaner solvent after spills to help eliminate stains. If stains persist try using a product like "OxiClean." Make sure you empty the vacuum container regularly. **Do not rent a wet carpet cleaning system.** These systems will ruin the carpet. If you must clean your carpets, please contact the NU Maintenance department.

Furniture: Do not place any stickers or make any marks, writing, or any type of defacement to college provided furniture. If you spill something, please wipe it up immediately. You will be charged for any stains, marks, or defacement to the furniture. To clean, use non-abrasive furniture cleaner for the wood parts. To clean upholstery areas of the furniture, try upholstery cleaner or a product like "OxiClean." Make sure to remove trash and debris from under couch cushions regularly.

Walls: Wipe up splashes immediately. Wipe down walls and backsplashes as needed with a damp washcloth. Do not scrub the walls or the paint will rub off. Do not use drywall hangers, large nails, hooks, screws, or tacks in the walls. Do not use permanent adhesive hangers, stickers or anything with non-removable glue. Do not hang wallpaper or borders and **DO NOT PAINT** the walls.

Windows/Blinds: Clean windows with a glass cleaner like "Windex" regularly. Wipe down windowsills as needed. Dusting blinds regularly will help eliminate the need to clean them. Do not use any cleaner on the blinds, if needed use a damp cloth to wipe them down.