# Three Bedroom Apartment – Clean Check

## Kitchen 1
- Wash dishes
- Clean kitchen sink & faucet
- Clean countertops
- Clean stovetop, backsplash & vent hood
- Clean top, inside, & outside of left refrigerator

## Bedroom
- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash

## Living Room & Laundry
- Straighten living room
- Dust TV console, end table, & coffee table
- Vacuum living room - use wand for edges
- Clean out soap & fabric softener residue from agitator
- Clean out dryer vent
- Vacuum hallway & closet - use wand for edges & corners

## Vanity Bathroom
- Clean tub & shower, front of tub, & faucet
- Clean counter, sink, faucet, & mirror
- Clean toilet inside & out, including base
- Sweep & mop floor

## Bedroom
- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash

## Hallway Bathroom
- Clean tub & shower, front of tub, & faucet
- Clean counter, sink, faucet, & mirror
- Clean toilet inside & out, including base
- Sweep & mop floor

## Bedroom
- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash

## Office Use Only

<table>
<thead>
<tr>
<th>Check for Lights in:</th>
<th>Also check for:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kitchen</td>
<td>Microwave</td>
</tr>
<tr>
<td>Living Room</td>
<td>Dryer</td>
</tr>
<tr>
<td>Hallway</td>
<td>Vent Hood</td>
</tr>
<tr>
<td>Vanity</td>
<td>Oven</td>
</tr>
<tr>
<td>Bathrooms</td>
<td>Refrigerators</td>
</tr>
<tr>
<td>Bedrooms</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Loose toilet seats</td>
</tr>
<tr>
<td></td>
<td>Loose drawer handles</td>
</tr>
<tr>
<td></td>
<td>Mattress covers on every bed</td>
</tr>
<tr>
<td></td>
<td>Loose refrigerator door handles</td>
</tr>
<tr>
<td></td>
<td>Stove vent hood fan working</td>
</tr>
<tr>
<td></td>
<td>Fire extinguisher at first of month</td>
</tr>
</tbody>
</table>

### Date: _______  Apt: _______

### Student Two

## Kitchen 2
- Clean top, inside, & outside of right refrigerator
- Clean microwave inside & out
- Sweep & mop kitchen floor
- Clean wall behind kitchen garbage

## Bedroom
- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash

### Student Three

## Living Room & Laundry
- Straighten living room
- Dust TV console, end table, & coffee table
- Vacuum living room - use wand for edges
- Clean out soap & fabric softener residue from agitator
- Clean out dryer vent
- Vacuum hallway & closet - use wand for edges & corners

## Bedroom
- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash

### Student Four

## Vanity
- Sweep & mop vanity area floor
- Clean vanity mirror
- Clean vanity counter, sinks, & faucets
- Take out trash in kitchen & both bathrooms

## Bedroom
- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash

### Student Five

## Hallway Bathroom
- Clean tub & shower, front of tub, & faucet
- Clean counter, sink, faucet, & mirror
- Clean toilet inside & out, including base
- Sweep & mop floor

## Bedroom
- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash

### Student Six

## Vanity Bathroom
- Clean tub & shower, front of tub, & faucet
- Clean counter, sink, faucet, & mirror
- Clean toilet inside & out, including base
- Sweep & mop floor

## Bedroom
- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash

### TMA Work Orders:

- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]