

Three Bedroom Apartment – Clean Check

Date: _____ Apt: _____

Student One: _____ Bed: _____

Kitchen 1

- Wash dishes
- Clean kitchen sink & faucet
- Clean countertops
- Clean stovetop, backsplash & vent hood
- Clean top, inside, & outside of **left** refrigerator
- SPECIAL _____

Bedroom

- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash
- SPECIAL _____

Student Three: _____ Bed: _____

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
- SPECIAL _____

Bedroom

- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash
- SPECIAL _____

Student Five: _____ Bed: _____

Hallway Bathroom

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

Bedroom

- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash
- SPECIAL _____

OFFICE USE ONLY

Check for Lights in:

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> Kitchen | <input type="checkbox"/> Microwave |
| <input type="checkbox"/> Living Room | <input type="checkbox"/> Dryer |
| <input type="checkbox"/> Hallway | <input type="checkbox"/> Vent Hood |
| <input type="checkbox"/> Vanity | <input type="checkbox"/> Oven |
| <input type="checkbox"/> Bathrooms | <input type="checkbox"/> Refrigerators |
| <input type="checkbox"/> Bedrooms | |

Also check for:

- Loose toilet seats
- Loose drawer handles
- Mattress covers on every bed
- Loose refrigerator door handles
- Stove vent hood fan working
- Fire extinguisher at first of month**

Student Two: _____ Bed: _____

Kitchen 2

- Clean top, inside, & outside of **right** refrigerator
- Clean microwave inside & out
- Sweep & mop kitchen floor
- Clean wall behind kitchen garbage
- SPECIAL _____

Bedroom

- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash
- SPECIAL _____

Student Four: _____ Bed: _____

Vanity

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

Bedroom

- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash
- SPECIAL _____

Student Six: _____ Bed: _____

Vanity Bathroom

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

Bedroom

- Make bed
- Remove items from floor
- Vacuum carpet - use wand for edges
- Empty trash
- SPECIAL _____

TMA work orders:
