

BlueSuite

Professional House Cleaning Checklists

Use these room-by-room checklists to standardize residential jobs, define scope clearly, and reduce missed tasks. This PDF includes 10 practical cleaning checklists for the most important rooms and workflows.

CUSTOMER	SERVICE DATE	ASSIGNED TEAM
PROPERTY ADDRESS		SERVICE TYPE

Scope rule: standard cleaning covers routine visible surfaces; detail work and appliance interiors should be priced separately.

Whole-House Checklist

- Remove visible cobwebs
- Dust accessible surfaces, shelves, furniture, and decor
- Dust ceiling fans within safe reach
- Dust accessible vents and return covers
- Wipe light switches and door handles
- Wipe windowsills
- Spot-clean interior glass
- Empty wastebaskets and replace liners
- Straighten pillows, throws, and visible items
- Vacuum rugs and carpet
- Vacuum accessible floor edges
- Sweep hard floors
- Mop hard floors
- Complete a final room-by-room inspection

Kitchen Checklist

- Clear loose debris from countertops
- Wipe and sanitize countertops
- Clean the sink and faucet
- Wipe the backsplash
- Clean the stovetop
- Wipe the exterior of the oven
- Wipe the exterior of the refrigerator
- Wipe the exterior of the dishwasher
- Clean the exterior and interior of the microwave
- Wipe accessible small appliances
- Spot-clean cabinet and drawer fronts
- Wipe handles and pulls
- Wipe tables and chairs
- Empty the trash and replace the liner
- Vacuum or sweep the floor
- Mop the floor
- Check for missed crumbs, grease, and streaks

Customer: _____ Date: _____ Team: _____

Property: _____

Bathroom Checklist

- Remove trash and replace the liner
- Dust accessible surfaces
- Clean mirrors
- Clean the sink and faucet
- Wipe the vanity and countertop
- Wipe cabinet fronts
- Clean the toilet bowl, seat, lid, base, and surrounding area
- Clean the bathtub
- Clean shower walls and floors
- Clean shower doors
- Wipe accessible fixtures
- Remove visible soap residue
- Wipe towel bars and toilet-paper holders
- Straighten towels when requested
- Vacuum or sweep the floor
- Mop the floor
- Inspect corners and the area behind the door

Bedroom Checklist

- Remove visible trash
- Dust furniture, lamps, and decor
- Wipe nightstands
- Dust headboards within safe reach
- Clean mirrors
- Wipe accessible windowsills
- Make the bed when included
- Change linens when included and fresh linens are provided
- Straighten pillows and blankets
- Vacuum beneath accessible furniture
- Vacuum carpet and rugs
- Sweep and mop hard floors
- Inspect corners and the area behind the door

Customer: _____ Date: _____ Team: _____

Property: _____

Living Room / Family Room Checklist

- Remove visible trash
- Dust furniture, shelves, lamps, and accessible decor
- Wipe coffee tables and side tables
- Clean glass tabletops
- Dust television stands and entertainment centers
- Dust electronics carefully
- Wipe accessible windowsills
- Clean mirrors and interior glass
- Straighten cushions and throws
- Vacuum upholstered furniture when included
- Vacuum beneath movable cushions when included
- Vacuum rugs and carpet
- Sweep and mop hard floors
- Return moved items to their original positions

Dining Room Checklist

- Dust accessible surfaces and decor
- Wipe the dining table
- Wipe chairs
- Clean glass surfaces
- Dust light fixtures within safe reach
- Wipe windowsills
- Straighten chairs
- Vacuum rugs or carpet
- Sweep and mop hard floors

Entryway, Hallway & Staircase Checklist

- Dust ledges and accessible surfaces
- Wipe the interior side of the entry door
- Wipe door handles
- Clean interior glass
- Straighten mats and rugs
- Vacuum runners, carpet, and stair treads
- Dust or wipe accessible railings
- Sweep and mop hard floors
- Remove visible marks when safe for the surface

Customer: _____ Date: _____ Team: _____

Property: _____

Laundry Room Checklist

- Dust accessible surfaces
- Wipe countertops
- Wipe the exterior of the washer and dryer
- Wipe cabinet fronts
- Clean the utility sink when present
- Remove visible lint and debris
- Empty the trash
- Vacuum or sweep the floor
- Mop the floor

Home Office Checklist

- Empty the trash
- Dust accessible furniture
- Wipe cleared desk surfaces
- Dust shelves and decor
- Clean mirrors and interior glass
- Dust electronics carefully
- Vacuum carpet and rugs
- Sweep and mop hard floors

Standard Cleaning vs. Deep Cleaning

- Standard cleaning covers routine visible surfaces, bathrooms, kitchens, and floors.
- Deep cleaning adds detail work such as appliance interiors, cabinet interiors, baseboards, blinds, window tracks, grout scrubbing, and heavy buildup removal.
- If the task requires extra labor, extra time, or special equipment, price it separately rather than pretending it is already included.

CUSTOMER NOTES / SPECIAL INSTRUCTIONS

Customer: _____ Date: _____ Team: _____

Property: _____

A professional job should end with an inspection, not a guess.

Final Quality-Control Checklist

- Every assigned room was completed
- Trash was removed and liners were replaced
- Mirrors and glass are free of obvious streaks
- Countertops are free of residue
- Faucets and fixtures are clean
- Toilets were cleaned completely
- Floors were vacuumed, swept, or mopped as required
- No supplies, cloths, or equipment were left behind
- Furniture and belongings were returned to place
- Doors and windows were secured
- Customer-specific instructions were completed
- Damage or unusual conditions were documented
- Required job photos were taken
- The checklist was submitted before closing the job

Supervisor / Cleaner Sign-Off

CLEANER NAME

DATE

CUSTOMER / SUPERVISOR

Turn this checklist into a repeatable workflow with BlueSuite Forms

Create reusable forms, attach them to jobs and recurring service plans, require completion, and track the checklist before the work is closed out. Learn more at bluesuite.app/support/forms.