

SPHERE MANAGEMENT SERVICES

CLEANING CHECKLIST



Follow the checklist to maximise your Bond refund.

GENERAL

- Vacuum and clean all sliding door and window tracks.
- Sweep or mop all non carpeted floors, removing any marks.
- Clean Carpets by registered Carpet Cleaner to Australian Standard. Supply paid invoice copy.
- Fumigate for Fleas – by registered Pest Company. Supply paid invoice which specifies service details.
- Clean light fittings – gently remove light fittings and clean.
- Clean marks off walls, ceilings and light switches.
- Clean skirting boards, windows including frames, sills and tracks, above cupboards, picture rails, architraves and both sides of all doors, all other fittings, and insect/security screens etc.
- Clean blinds.
- Remove all cobwebs and insect marks and nests.
- Clean air-conditioners – outside of units and filters.

KITCHEN

- Clean inside and outside of all cupboards and doors.
- Clean inside, outside and around stove.
- Clean inside and outside of oven, grill, doors, trays, racks, glass.
- Clean inside, outside and behind refrigerator and dishwasher and microwave space.
- Clean sink, especially drain holes, drainers and tap ware.
- Range hood exhaust and filter- filter can be removed and cleaned.
- If furnished, all glassware, plates, utensils, pots, pans etc must be cleaned

BATHROOM

- Clean all walls, floors, mirrors and windows and window tracks.
- Clean inside and outside all cupboards and drawers.
- Clean toilet, bath, shower recess, remove soap residue on tiles and shower screens, clean sink, tap ware, towel rails.
- Clean water outlet in shower and bath of hair and soap build up.
- Clean in wardrobes, shelves, drawers and mirrored doors. Remove scuff marks.

LAUNDRY

- Clean behind, inside and around washing machine space.
- Clean equipment and filters if applicable.
- Clean inside, outside and behind dryer. Remove lint.
- Clean inside, outside and around laundry tub, cabinets, shelves, drawers, tap ware.
- Clean all walls and floors, ceiling.

VERANDAH, DECKS, OUTDOOR AREAS

- Sweep and mop, clean railings, glass and light fittings.
- Remove all cobwebs etc.

GARAGE, CARPORT, DRIVEWAY

- Sweep out and remove any oil residue from concrete.
- Clean out storage cage.

IF FURNISHED

- Ensure all items are clean and are located in original rooms as per Inventory list.