

Semi-Annual Cabin & Office Cleaning Checklist

CABIN #	1	2	3	4	5	6	7	8	9	10	Office
Perform Weekly/Daily Cleaning Requirements											
Wash windows, inside & outside. Clean all screens.											
Vacuum & polish furniture											
Dust & clean cabinets, walls, ceilings											
Inspect for bed bugs											
Clean & disinfect shower walls											
Vacuum & clean baseboard heat fixtures, lamp shades											
Wash oven hood & filter											
Vacuum curtains. Report soiled curtains											
Vacuum and steam clean all carpets. Dry with fans											
DATE COMPLETED											

Refer to the Statement of Work in the Janitorial Services contract for detailed cleaning requirements