



Sunshine Cleaning of Delaware • (302) 277-6948
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We Will Make Your Place SHINE

Client:

Date:

Staff:

Bedrooms

- Ceiling fans dusted as needed—if reachable (as needed)
- Mirrors cleaned & streak free
- Wall hangings dusted & cleaned (as needed)
- Windowsills dusted & cleaned
- Molding & corners dusted & cleaned
- Door molding dusted & cleaned (as needed)
- All points of contact cleaned (light switches, doorknobs)
- Furniture dusted & cleaned
- Baseboards dusted & cleaned (as needed)
- Bed made every time—linen changed (if added on)
- Garbage emptied & bag replaced
- Exterior of garbage can wiped down
- Floors vacuumed / swept—walk-in closet floors vacuumed, if clear
- Floors washed
- Overall room appearance neat & tidy

Bathrooms

- Exterior of light fixtures dusted—if reachable (as needed)
- Mirrors cleaned & streak free
- Exterior of medicine cabinet dusted & cleaned
- Backsplash cleaned & splatter free
- Soap dish dusted & cleaned
- Toothbrush holder dusted & cleaned
- Vanity top dusted & cleaned—items removed & replaced
- Faucet cleaned—top, under handle, sides, around caulking
- Sink scrubbed & washed
- Cabinet fronts spot cleaned
- Towel bar dusted & cleaned
- Toilet paper holder dusted & cleaned
- Molding & corners dusted & cleaned
- Door molding dusted & cleaned (as needed)
- All points of contact cleaned (light switches, doorknobs)
- Toilet scrubbed & washed—including base, behind & drain
- Exterior of toilet brush/ plunger container dusted & cleaned
- Tub & shower area scrubbed & washed, including top lip & door
- Baseboards dusted & cleaned (always in the bathroom)
- Garbage emptied & bag replaced
- Exterior of garbage can wiped down
- Floors vacuumed / swept—walk-in closet floors vacuumed, if clear
- Floors washed
- Overall room appearance neat & tidy

Hallways & Common Areas

- Ceiling fans dusted as needed—if reachable (as needed)
- Mirrors cleaned & streak free
- Wall hangings dusted & cleaned (as needed)
- Windowsills dusted & cleaned
- Molding & corners dusted & cleaned
- Door molding dusted & cleaned (as needed)
- All points of contact cleaned (light switches, doorknobs)
- Baseboards dusted & cleaned (as needed)
- Floors vacuumed / swept—walk-in closet floors vacuumed, if clear
- Floors washed
- Overall room appearance neat & tidy

Kitchen

- Ceiling fans dusted as needed—if reachable (as needed)
- Cupboard fronts spot cleaned
- Outside of fridge cleaned & top dusted if uncluttered
- Mirrors cleaned & streak free
- Wall hangings dusted & cleaned (as needed)
- Windowsills dusted & cleaned
- Molding & corners dusted & cleaned
- Door molding dusted & cleaned (as needed)
- All points of contact cleaned (light switches, doorknobs)
- Backsplash cleaned & splatter free
- Exterior of all appliances on counter wiped clean
- Interior & exterior of microwave cleaned, moved & cleaned under
- Counters cleaned—all items removed & replaced, if possible (uncluttered)
- Outside of stove cleaned
- Outside of dishwasher cleaned
- Faucet cleaned—top, under handle, sides, around caulking
- Sink scrubbed & washed—if dishes are not present
- Kitchen table dusted & cleaned
- Kitchen chairs/ bar stools dusted & cleaned
- Baseboards dusted & cleaned (as needed)
- Garbage emptied & bag replaced
- Exterior of garbage can wiped down
- Floors vacuumed / swept—walk-in closet floors vacuumed, if clear
- Floors washed
- Overall room appearance neat & tidy



Happy with your cleaning?

Leave us a 5-star Google review!

Search "Sunshine Cleaning of Delaware" on Google to find us or scan this QR code!

Other Rooms

- o Ceiling fans dusted as needed—if reachable (as needed)
o Mirrors cleaned & streak free
o Wall hangings dusted & cleaned (as needed)
o Windowsills dusted & cleaned
o Molding & corners dusted & cleaned
o Door molding dusted & cleaned (as needed)
o Exterior door with glass—clean interior glass
o All points of contact cleaned (light switches, doorknobs)
o Furniture dusted & cleaned
o Couch wiped clean (everytime)—vacuumed (if added on)
o Baseboards dusted & cleaned (as needed)
o Floors vacuumed / swept—walk-in closet floors vacuumed, if clear
o Floors washed
o Overall room appearance neat & tidy
o Laundry ensuite wiped & floor washed

Add-On Services

- o Blinds dusted & —only if sturdy
o Window tracks cleaned \$3.00 per track
o Interior window glass cleaned \$6.00 per window
o Interior of fridge cleaned—shelves & drawers, —cannot move to clean behind \$50
o Interior of stove cleaned—stove door, interior racks, and warming drawer—cannot move to clean behind \$50
o Linen Change \$10.00 per bed includes a top sheet, fitted sheet, two pillowcases and two shams
o Steam Mopping 1-15 minutes \$20.00/ 15-30 minutes \$35.00/ 30-45 minutes \$50.00/ 45-60 minutes \$65.00
o Other: _____

Safety Checklist

- o Stove/ Oven is off
o All faucets are off
o Door locked, if required
o Heat/ Air changed back to setting upon arrival
o Toilets not running
o Windows are left as found
o Pets are safe

CLEANERS Notes for TODAY'S cleaning:

CLIENTS notes for NEXT cleaning:

Blank lines for cleaners' notes

Blank lines for clients' notes

Alarm Systems & Keys:

It is not necessary to be at home while we are cleaning. If you have an alarm, make sure we have the key code so we can disarm the alarm when we arrive, and set it again when we leave. We will need to know where you keep your house key. If you leave your home unlocked, we are not responsible for anything that occurs before or after our visit.

Rescheduling:

Stuff is going to happen. At one point or another- for whatever reason, one of us is going to need to reschedule our cleaning. Communication is key. Call, text, or email as soon as you know there is a conflict, and we will do our best to reschedule your cleaning at the next earliest convenience. If you are going on vacation, please give us at least a 2 weeks' notice to not affect our employee's hours. For cancellations not related to sickness, we must be notified 48 hours prior to the appointment to avoid the cancellation fee.

Satisfaction:

We aim to please. If for any reason, at any time you are not 100% completely satisfied, please call us immediately at 302-277-6948 and we will do everything in our power to resolve your concerns. Our customers complete satisfaction is our #1 goal.

*If you ever need another copy of our Customer Guidelines please contact the office: SunshineCleaningDe@gmail.com We are happy to email you another.

Lastly, relax and enjoy your cleaned home. Thank you for being a part of our Sunshine Family. We Appreciate YOU!