

DOMESTIC HOUSEKEEPING TEMPLATE

House name:

Date:

Housekeepers name/s:

Kitchen & utility

done

not applicable

Cobwebs

Ceiling/ wall Lights

Dish washer loaded/ on

All surfaces including under items

Clean slash back areas

Clean inside windows

Clean inside window frames

Clean blinds

Cupboard fronts & rims

Radiators including behind

Outside microwave

Coffee Machine and empty

Clean inside fridge

Clean pantry shelves

Clean Aga hood, slash back, top and front inc hinges

Clean oven slash back, top and front.

Clean inside oven

Clean island/ dining surfaces

Wipe down all items on surfaces and tidy

Wipe down stools/chairs top to bottom

Sinks, taps and under plugs

Clean inside drawers under main sink

Empty bins

Empty recycling

Skirting boards

Vacuum floors

Mop/steam floors

Outside washing mac, dryer in utility

Washing machine on (no hand wash items)

Cloths dry (dryer or washing line/rail)

Special requests/ notes/ added value from housekeeping:

Bathroom/s

	done	not applicable
Cobwebs	<input type="checkbox"/>	<input type="checkbox"/>
Radiators including behind	<input type="checkbox"/>	<input type="checkbox"/>
Ceiling/ wall Lights	<input type="checkbox"/>	<input type="checkbox"/>
Ventilator	<input type="checkbox"/>	<input type="checkbox"/>
Clean inside windows	<input type="checkbox"/>	<input type="checkbox"/>
Clean inside window frames	<input type="checkbox"/>	<input type="checkbox"/>
Clean blinds	<input type="checkbox"/>	<input type="checkbox"/>
Toilet clean inner and outer	<input type="checkbox"/>	<input type="checkbox"/>
Shower clean in and out and drain	<input type="checkbox"/>	<input type="checkbox"/>
Sink clean inside and out including plugs	<input type="checkbox"/>	<input type="checkbox"/>
Bath clean inside and out including plugs	<input type="checkbox"/>	<input type="checkbox"/>
Toilet brush, cleaning products clean inside and out	<input type="checkbox"/>	<input type="checkbox"/>
Empty bins and clean in and out	<input type="checkbox"/>	<input type="checkbox"/>
At least one full toilet roll	<input type="checkbox"/>	<input type="checkbox"/>
Items wiped outside and nicely tidied	<input type="checkbox"/>	<input type="checkbox"/>
Hand towel and bath towels tidied	<input type="checkbox"/>	<input type="checkbox"/>
Heating rails cleaned	<input type="checkbox"/>	<input type="checkbox"/>
Neatly fold towels	<input type="checkbox"/>	<input type="checkbox"/>
Bin clean inside and out, new bin bag if requested	<input type="checkbox"/>	<input type="checkbox"/>
Inside mirrors and windows ledges	<input type="checkbox"/>	<input type="checkbox"/>
Wall marks/ tiles cleaned	<input type="checkbox"/>	<input type="checkbox"/>
Door handles and light switches	<input type="checkbox"/>	<input type="checkbox"/>
Skirting boards	<input type="checkbox"/>	<input type="checkbox"/>
Mop/steam floor	<input type="checkbox"/>	<input type="checkbox"/>
Bath mats tidied	<input type="checkbox"/>	<input type="checkbox"/>

Special requests/ notes/ added value from housekeeping:

Bedroom/s

	done	not applicable
Cobwebs	<input type="checkbox"/>	<input type="checkbox"/>
Radiators including behind	<input type="checkbox"/>	<input type="checkbox"/>
Ceiling/ wall Lights	<input type="checkbox"/>	<input type="checkbox"/>
Pictures frames	<input type="checkbox"/>	<input type="checkbox"/>

Dusted mirrors, pictures, ornaments	<input type="checkbox"/>	<input type="checkbox"/>
Door handles and light switches	<input type="checkbox"/>	<input type="checkbox"/>
Door frames	<input type="checkbox"/>	<input type="checkbox"/>
Inside windows	<input type="checkbox"/>	<input type="checkbox"/>
Inside window frames	<input type="checkbox"/>	<input type="checkbox"/>
Clean bedside tables and lights	<input type="checkbox"/>	<input type="checkbox"/>
Curtains/blinds equally hanging	<input type="checkbox"/>	<input type="checkbox"/>
Change/ Make beds when requested	<input type="checkbox"/>	<input type="checkbox"/>
Beds made so looking stunning	<input type="checkbox"/>	<input type="checkbox"/>
Remove/ wash used bedside drinking glasses	<input type="checkbox"/>	<input type="checkbox"/>
Empty bins and clean inside and out	<input type="checkbox"/>	<input type="checkbox"/>
Floors vacuumed	<input type="checkbox"/>	<input type="checkbox"/>
Skirting boards and plug switches	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum under bed	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum behind bedside tables	<input type="checkbox"/>	<input type="checkbox"/>

Special requests/ notes/ added value from housekeeping:

Living room and dining area

	done	not applicable
Cobwebs	<input type="checkbox"/>	<input type="checkbox"/>
Radiators including behind	<input type="checkbox"/>	<input type="checkbox"/>
Ceiling/ wall Lights	<input type="checkbox"/>	<input type="checkbox"/>
Dining table clean	<input type="checkbox"/>	<input type="checkbox"/>
Dining chairs vacuumed/ wiped	<input type="checkbox"/>	<input type="checkbox"/>
Cupboard fronts and shelves	<input type="checkbox"/>	<input type="checkbox"/>
Coffee tables clean over sofas	<input type="checkbox"/>	<input type="checkbox"/>
Sofa pillows/ throws plumped and arranged	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum under sofa cushions	<input type="checkbox"/>	<input type="checkbox"/>
Door handles and frames	<input type="checkbox"/>	<input type="checkbox"/>
Inside windows	<input type="checkbox"/>	<input type="checkbox"/>
Clean inside window frames	<input type="checkbox"/>	<input type="checkbox"/>
Blinds all same length/ curtains equal	<input type="checkbox"/>	<input type="checkbox"/>
TV area clean front and behind	<input type="checkbox"/>	<input type="checkbox"/>
Removed possible wall/ door marks	<input type="checkbox"/>	<input type="checkbox"/>
Mirrors and picture frames	<input type="checkbox"/>	<input type="checkbox"/>
Door handles switches	<input type="checkbox"/>	<input type="checkbox"/>
Clean fire place including ash removal	<input type="checkbox"/>	<input type="checkbox"/>
Picture frames	<input type="checkbox"/>	<input type="checkbox"/>

Dust ornaments	<input type="checkbox"/>	<input type="checkbox"/>
Skirting boards	<input type="checkbox"/>	<input type="checkbox"/>
Clean behind/ under furniture	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum floor	<input type="checkbox"/>	<input type="checkbox"/>
Mop/steam floor	<input type="checkbox"/>	<input type="checkbox"/>

Special requests/ notes/ added value from housekeeping:

Entrance area, hallways & stairs

	done	not applicable
Spiders and cobwebs	<input type="checkbox"/>	<input type="checkbox"/>
Furniture vacuumed/wiped	<input type="checkbox"/>	<input type="checkbox"/>
Wood furniture polished	<input type="checkbox"/>	<input type="checkbox"/>
Clean front door and handles	<input type="checkbox"/>	<input type="checkbox"/>
Door handles and switches	<input type="checkbox"/>	<input type="checkbox"/>
Inside windows	<input type="checkbox"/>	<input type="checkbox"/>
Clean inside window frames	<input type="checkbox"/>	<input type="checkbox"/>
Blinds all same length/ curtains equal	<input type="checkbox"/>	<input type="checkbox"/>
Removed possible wall/ door marks	<input type="checkbox"/>	<input type="checkbox"/>
Mirrors and picture frames	<input type="checkbox"/>	<input type="checkbox"/>
Dust ornaments	<input type="checkbox"/>	<input type="checkbox"/>
Skirting boards	<input type="checkbox"/>	<input type="checkbox"/>
Door frames	<input type="checkbox"/>	<input type="checkbox"/>
Clean behind/ under furniture	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum carpets	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum door mats on top and underneath	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum hard floors	<input type="checkbox"/>	<input type="checkbox"/>
Mop/ steam floors	<input type="checkbox"/>	<input type="checkbox"/>

Special requests/ notes/ added value from housekeeping:

Signed:

Date: