**Vacation Rental Houses**

**Step by step:**

1. Put all sheets in the wash
2. Gather all other dirty wash and put in front of washer
3. Clean all bathrooms: (General Clean) clean all jet tubs with 1/3 cup of bleach fill water pasted jets and let run for about 15 to 20 minutes
4. Bedrooms: (General Clean) also make all beds with clean sheets
5. Kitchen: (General clean) also check dishwasher and put dishes away! Clean/ wipe inside & outside of microwave, toaster ovens, coffee pots and refrigerator and wipe off all appliance.
6. Clean finger prints/ Hand prints off the glass doors
7. Dust Vacuum and mop
8. Always remember to check for cobwebs if there are any please take them down!
9. All trash goes in city pick up bens
10. Houses without city pick up bens we take it off.
11. Make sure the porches are blow or sweep off.

**Follow instructions for all general Cleaning!**

Don’t forget about frog rooms.

Also check apartments!

**(AT the vacation rental houses, I keep them supplied with all cleaners you will need.)**

**However:**

* It’s your job to refill the rags to keep clean ones at these houses!
* TO LET ME KNOW WHAT CLEANERS ARE NEEDING TO BE RE-BOUGHT
* PLEASE BRING ALL EMPTY BOTTLES BACK TO THE CLEANING BUILDING.

**Remember:**

* These house also have a lock box on each house you will have the code. Please remember to always put keys back in the lock box.
* Make sure the house is locked up and all lights are turned off.
* Please report any broken or damaged items to me.
* Report if there are any light bulbs need replaced.
* Report if anything is broken. (furniture, window, doors, mirror etc. )