

71st Street TO DO List

6th FLOOR

- Retouch paint wall facing and side of commode.
- Rubber-door leading to terrace worn out.

5th FLOOR

- Re-grouting of tiles in both bathrooms
- Wood in the niche of window near your office table needs attention, tiles in your bathroom need caulking.
- Fix tub stopper in both bathrooms
- Fix shower door in Blue Room
- No TV connection in Blue Room
- Window in Blue Room must be regularly checked from window air conditioner moisture
- Kitchen: Richard told me not even to fry an egg or the house will smell.

4th FLOOR

- Elephant Room: White carpeting is discolored due to dust that accumulated and neglected, vacuuming was not done on a regular basis.
- Gym: shower and toilet tiles need re-grouting?
- English Room: Check marble tiles-toilet and bathroom for re-grouting.

3rd FLOOR

- Clean and polish all vents (in floor near windows) and all floor vents around the house (I tried to clean it, but it needs stronger hands)
- Drapes and curtains especially the transparent ones needs to be dry cleaned
- Turn around blue and white rug to even traffic marks.
- Presence of smell in toilet where bedet is (water leak?)

2nd FLOOR

- Floor chipped in front of elevator

1st FLOOR

- Stair case (threshold) metal to hold runner some are loose.
- Kitchen: possibility of installing food grinder and in cellar kitchen too?
- Repainting base molding in kitchen
- Replace liners (cabinets) I was not able to finish it the last time I did the kitchen.
- Clean, polish entrance door (inside and outside)
- Repainting or retouching of walls and door leading to basement from kitchen, 1st floor
- Fix sink stopper and toilet paper holder in security office.
- Steam clean carpet in dining area. Change?

CELLAR

- Regular cleaning of area leading to outside entrance, return brooms, dustpans, mops and cleaning stuff used in their proper place.
- Removed lint in dryers after use.
- Kitchen drawers clean and organized again.
- Regular cleaning of stainless steel in kitchen and refrigerators
- Organizing, cleaning of closets (again)

OTHERS

- Polish elevator door and are leading to it from 6th floor to basement. Paint and stain in 5th floor to be removed (I tried to clean this ...mentioned this to Richard)
- Carpet in elevator door should be replaced
- Vacuumed back stairs from 6th floor to basement.
- Check contents of refrigerators (6th, 3rd, 2nd, kitchen in basement) for expired food and drinks
- Back of doors in closets around the house needs retouching or paint
- All closets (from 6th floor to basement) must be cleaned and vacuumed regularly

EXTERIOR

- Clean glass on windows and doors all floors (inside and outside)

