

CLEANING TASK SHEET

Area	Time	Description of Work	Product
Entire Room	3 min.	Remove all decorative and loose items throughout vanity racks, showers, sinks, bathtub, including hand & bath towels, rugs, mats, etc.	
Ceiling and Mirror Light Fixtures	3 min	Dust top down, inside out, including bulbs.	Ostrich Feather Duster
Wall Molding, Doors, Vanity Rack, & Windows	5 min	Dust top down and spot clean any spots, stains, or fingerprints.	Ostrich Feather Duster, Microfiber Cloth, Spic & Span All Purpose Glass Cleaner Spray
Entire Room	5 min	Vacuum entire floor, wall molding, and window sills, and dry bathtub, dry shower, dry sinks (for hair).	Oreck Hand Held Vacuum
Sinks, Toilet, Bathtub, Shower	5 min	Spray inside outside, top to bottom, let stand for 10 minutes.	Comet Disinfectant Spray
Mirrors	2 min	Clean, checking for spots & streaks.	Spic & Span All Purpose Glass Cleaner Spray
Shower	10 min	Clean top to bottom, inside and out including soap dishes, faucets, etc., and squeegee glass.	Comet Disinfectant Cleaner Spray
Bath Tub	5 min	Clean top to bottom, inside and out including soap dishes, faucets, chrome racks, etc.	
TOTAL TIME			

