

Unless specified otherwise by the customers, follow these guidelines.



 **Living Room** 35 Min.

Number of rooms	To Do	Done
Clean and wipe table(s)	<input type="checkbox"/>	<input type="checkbox"/>
Dust furnitures	<input type="checkbox"/>	<input type="checkbox"/>
Clean windows interior	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum floor	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum upholstered furniture	<input type="checkbox"/>	<input type="checkbox"/>
Mop floor	<input type="checkbox"/>	<input type="checkbox"/>
Empty & dispose of waste bin	<input type="checkbox"/>	<input type="checkbox"/>
Customer's preference(s):	<input type="checkbox"/>	<input type="checkbox"/>
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 **Bathroom** 20 Min. / Bathroom

Number of rooms	To Do	Done
Clean shower	<input type="checkbox"/>	<input type="checkbox"/>
Clean bathtub	<input type="checkbox"/>	<input type="checkbox"/>
Clean washbasin backsplash (tiles)	<input type="checkbox"/>	<input type="checkbox"/>
Clean washbasin(s)	<input type="checkbox"/>	<input type="checkbox"/>
Clean mirror(s)	<input type="checkbox"/>	<input type="checkbox"/>
Remove stains	<input type="checkbox"/>	<input type="checkbox"/>
Clean toilet inside & outside	<input type="checkbox"/>	<input type="checkbox"/>
Clean floor (mop & dry)	<input type="checkbox"/>	<input type="checkbox"/>
Empty & dispose of waste bin	<input type="checkbox"/>	<input type="checkbox"/>
Customer's preference(s):	<input type="checkbox"/>	<input type="checkbox"/>
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 **Bedroom** 30 Min. / Bedroom

Number of rooms	To Do	Done
Make bed(s)	<input type="checkbox"/>	<input type="checkbox"/>
Clean bedside table(s)	<input type="checkbox"/>	<input type="checkbox"/>
Dust furnitures	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum floor	<input type="checkbox"/>	<input type="checkbox"/>
Mop floor	<input type="checkbox"/>	<input type="checkbox"/>
Empty & dispose of waste bin	<input type="checkbox"/>	<input type="checkbox"/>
Customer's preference(s):	<input type="checkbox"/>	<input type="checkbox"/>
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 **Other Rooms** 20 Min.

Number of rooms	To Do	Done
Dust furnitures	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum floor	<input type="checkbox"/>	<input type="checkbox"/>
Mop floor	<input type="checkbox"/>	<input type="checkbox"/>
Empty & dispose of waste bin	<input type="checkbox"/>	<input type="checkbox"/>
Customer's preference(s):	<input type="checkbox"/>	<input type="checkbox"/>
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 **Kitchen** 55 Min.

Number of rooms	To Do	Done
Clean kitchen counters	<input type="checkbox"/>	<input type="checkbox"/>
Fill / empty dishwasher	<input type="checkbox"/>	<input type="checkbox"/>
Clean stove	<input type="checkbox"/>	<input type="checkbox"/>
Wipe kitchen utensils	<input type="checkbox"/>	<input type="checkbox"/>
Wipe cabinets with damp cloth	<input type="checkbox"/>	<input type="checkbox"/>
Clean sink backsplash (tiles)	<input type="checkbox"/>	<input type="checkbox"/>
Clean outside of the extractor hood	<input type="checkbox"/>	<input type="checkbox"/>
Dust furnitures	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum floor	<input type="checkbox"/>	<input type="checkbox"/>
Mop floor	<input type="checkbox"/>	<input type="checkbox"/>
Empty & dispose of waste bin	<input type="checkbox"/>	<input type="checkbox"/>
Customer's preference(s):	<input type="checkbox"/>	<input type="checkbox"/>
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 **Hallway & Corridors** 20 Min.

Number of rooms	To Do	Done
Shake out doormat	<input type="checkbox"/>	<input type="checkbox"/>
Dust furnitures	<input type="checkbox"/>	<input type="checkbox"/>
Vacuum floor	<input type="checkbox"/>	<input type="checkbox"/>
Mop floor	<input type="checkbox"/>	<input type="checkbox"/>
Customer's preference(s):	<input type="checkbox"/>	<input type="checkbox"/>
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 **Final Check and Others** 20 Min.

	To Do	Done	To Do	Done
All waste bins cleared	<input type="checkbox"/>	<input type="checkbox"/>	Lights, fans & aircons turned off	<input type="checkbox"/>
Toilet paper folded into triangle	<input type="checkbox"/>	<input type="checkbox"/>	Extra time: Laundry	<input type="checkbox"/>
Furnitures back to their original place	<input type="checkbox"/>	<input type="checkbox"/>	Extra time: Ironing (3 mins/ piece)	<input type="checkbox"/>
Curtains well presented	<input type="checkbox"/>	<input type="checkbox"/>		
Cleaning products back to their place	<input type="checkbox"/>	<input type="checkbox"/>		

