



JESUS COLLEGE, TURL STREET, OXFORD, OX1 3DW

This list has been compiled to

- a) help ensure you are not incurring any charges when you vacate
- b) help with the inventory

ROOM/FLAT CLEANING CHECKLIST

General - including bedrooms:

- 1 Wash all windows inside in all rooms. Clean out window tracks. Wash window sills.
- 2 Wipe down any doors and surfaces
- 3 Thoroughly dust all shelves, door frames, corners, light fixtures ,etc
- 4 Wash all vinyl and tile floors
- 5 All carpeting is to be thoroughly vacuumed, **all furniture moved and cleaned underneath as well**
- 6 All rubbish must be removed from the premises
- 7 Clean all light fixtures throughout unit including all switches and sockets
- 8 Clean all skirting boards and dust on top of doors, window panes, etc
- 9 Wipe marks from all walls (do not damage paint) and doors
- 10 Clean inside of bedside units, chests and wardrobes.
- 11 Clean all furniture where supplied, polish all wooden items
- 12 Ensure all furniture has been moved back into the appropriate rooms

Kitchen

- 13 Scrub kitchen floor, including under the movable appliances
- 14 Wash and disinfect inside of refrigerator , ensure top is cleaned and wiped down
- 15 Freezer must be defrosted and cleaned (clean behind fridge/freezer as well)
- 16 Clean and wash bin inside (use disinfectant) and out
- 17 Clean inside cabinets and wipe down thoroughly
- 18 Clean sink and counter tops - remove any limescale
- 19 Wipe and disinfect cupboards inside and out
- 20 Thoroughly clean sink/taps and bath and ensure any limescale is removed

Oven

- 21 Remove racks and pans, soak/scrub to clean, dry well
- 22 Clean inside of oven, top of stove, under elements, pan drawer, exhaust fan, hood
- 23 Wash and dry outside of stove

Bathroom

- 24 Wash down and disinfect tiles
- 25 Thoroughly clean sink/taps and bath and ensure any limescale is removed
- 26 Clean inside and outside of toilet including underside of wash basin and outside of toilet pan
- 27 Clean the inside of medicine cabinet
- 28 Wash mirror
- 29 Scrub floor

Other

- 30 All keys shall be returned at inspection
- 31 Remove all of your personal possessions and belongings
- 32 Clean out hall cupboards, where fitted

Tenant	Caretaker
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N.B. THE FLAT/ROOM SHOULD BE CLEAN ENOUGH FOR THE NEXT TENANT TO MOVE STRAIGHT IN

If it does not come up to the desired standard, the management will employ cleaners at the current market rate,